

# MADISON COUNTY VIRGINIA



2022

# MINUTEBOOK

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# MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 9:00AM — Tuesday, January 4<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

## MEETING #1 — January 4th

At the Organizational Meeting of the Board of Supervisors on Tuesday, January 4<sup>th</sup>, at 9:00AM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER / DETERMINE PRESENCE OF A QUORUM

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Sean Gregg, the County Attorney, serving as the Parliamentarian, called the 2022 Organizational Meeting to order. A quorum was established.

### PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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### DESCRIPTION OF MEETING & ELECTION PROCEDURES

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The Parliamentarian provided a brief overview of the meeting and the election procedures that will be utilized for today's session. Once a Chairman has been selected, this individual will complete the remaining agenda items for today's meeting as noted.

### ELECTION OF THE CHAIRMAN

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The Parliamentarian opened the floor for nominations for the office of Chairman of the Madison County Board of Supervisors.

Supervisor Hoffman made a motion to nominate R. Clay Jackson as the Chairman.

With no further nominations being brought forth, the floor was closed to nominations of the Chairman.

The Parliamentarian called for a vote on the nomination of Clay Jackson as Chairman to the Board of Supervisors. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### ELECTION OF THE VICE-CHAIRMAN

---

Chairman Jackson opened the floor for nominations for the office of Vice-Chairman of the Madison County Board of Supervisors.

Supervisor Hoffman made a motion to nominate Carty Yowell as the Vice-Chairman.

With no further nominations being brought forth, the floor was closed to nominations of the Vice-Chairman by motion of Supervisor Hoffman.

Chairman Jackson called for a vote on the nomination of Carty Yowell as Vice-Chairman to the Board of Supervisors. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **ADOPTION OF AN AGENDA**

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Chairman Jackson advised of the following changes to today's agenda:

#### ***DECLARATION OF A LOCAL EMERGENCY - RATIFICATION***

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **PUBLIC COMMENT**

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

#### **CONSIDERATION OF AN ORGANIZATIONAL RESOLUTION FOR CALENDAR YEAR 2022**

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Supervisor Hoffman made a motion to approve Resolution 2022-1, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **DECLARATION OF A LOCAL EMERGENCY - RATIFICATION**

---

Chairman Jackson advised that, in addition to the Declaration of a Local Emergency, there would be a warming shelter open by noon today and that a call would be sent out through the County's Hyper-Reach service.

The County Administrator informed the Chairman that an alert would also be posted on various Facebook pages for the County and that the alert would also be posted on the County's website.

Supervisor Yowell asked the County Administrator if the Local Emergency would last until they vote to rescind it.

The County Administrator replied that he would need to get clarification on Supervisor Yowell's question, but believed that the Board would need to come back on a later date with a sunset provision in place.

Chairman Jackson asked if they could run the Local Emergency through next Monday.

Chuck Jackson recommended that the Board run it through next Tuesday when the Board will be meeting again.

Supervisor Yowell made a motion to ratify the Declaration of a Local Emergency through January 11<sup>th</sup>, 2022, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### COMMITTEE, LIAISON, AND OTHER APPOINTMENTS

A detailed list of appointments for all Boards/Commissions/Authorities was presented for review and consideration.

The following changes were requested:

COMMITTEE	REMOVE	ADD
CPMT	Charlotte Hoffman	Dustin Dawson
Toppings Fund	Meghan Ingram	Dustin Dawson
Blue Ridge Committee	Kevin McGhee	Clay Jackson
Central Virginia Regional Jail	Kevin McGhee	Charlotte Hoffman
Piedmont Workforce Development	Amber Foster	James Jewett
Rappahannock Juvenile Detention	To Be Advertised	
RRCSB	Amber Foster	Dustin Dawson
RRRC	Charlotte Hoffman	Clay Jackson
Skyline CAP	Kevin McGhee	James Jewett
TJACJB	Kevin McGhee	James Jewett
TJEMS Council		Dustin Dawson (Alt.)
Dep. Director of Em. Management		Jonathon Weakley
Coordinator of Em. Management	John Sherer	Gavin Helme
Fire Dept. Liaison	Amber Foster	Charlotte Hoffman
Library Board Liaison	Charlotte Hoffman	James Jewett
CVED		Jonathon Weakley

Chairman Jackson requested that the interview process for applicants to the Planning Commission begin. The Board agreed to hold a closed session meeting during their first regular meeting of January at 5:15PM to conduct the interviews.

Supervisor Hoffman made a motion to re-appoint newly added members and all terms that have expired, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## **CORRESPONDENCE**

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Supervisor Yowell informed the Board that, this past Thursday, that he learned that the Free Clinic is the only COVID testing site in Madison County currently. In the time he was there, he heard multiple positive tests and praised the Free Clinic staff for an exemplary job. Stated that he would like to hear from Gavin regarding the virus in the County.

The County Administrator informed Supervisor Yowell that Gavin Helme would report back to the Board at their next regular meeting.

Supervisor Yowell also informed the Board that the Free Clinic now has an EKG and a blood testing device.

## **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

## **CLOSED SESSION**

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## **ADJOURN**

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*



**RESOLUTION #2022-1**

**A RESOLUTION TO ADOPT AND EFFECT AN ORGANIZATIONAL PLAN FOR THE  
MADISON COUNTY BOARD OF SUPERVISORS FOR THE JANUARY 1, 2022 –  
DECEMBER 31, 2022 CALENDAR YEAR**

**WHEREAS**, various provisions of Code of Virginia and Madison County ordinances and policies as well as tradition indicate that the Madison County Board of Supervisors should take certain actions following the election and/or during its first meeting every calendar year,

**NOW, THEREFORE, BE IT RESOLVED** by the Madison County Board of Supervisors that the following organizational plan shall apply for the January 1, 2022 – December 31, 2022 calendar year:

**I. Bylaws**

The Madison County Board of Supervisors Bylaws and Rules of Procedure for 2022 are hereby adopted by reference.

**II. Code of Ethics**

The Madison County Board of Supervisors Code of Ethics for 2022 is hereby adopted by reference.

**III. Freedom of Information Act Policy**

The document titled The Rights of Requesters and the Responsibilities of Madison County under the Virginia Freedom of Information Act is hereby adopted as the Madison County Freedom of Information Act policy.

**IV. Personnel Policy**

The document entitled Madison County, Virginia Personnel Policies, originally effective on March 10, 2020 and revised on May 12, 2020 and August 11, 2020, is hereby adopted.

**V. Purchasing and Disposal Policy**

The Purchasing and Disposal Policy, originally effective on December 11, 2007 (and including the addition of the Surplus Asset Policy adopted on September 25, 2018, incorporation of the Policy on Credit Card Use, Meals, Mobile Telephones, Travel and Conferences affirmed on January 2, 2019, and updated per the Sec. 2-24. of the County Code is hereby adopted as the Purchasing and Disposal Policy.

**BE IT FURTHER RESOLVED** that it is the intent of the Madison County Board of Supervisors that each of the elements above is to be in effect until replaced, amended or repealed.

*The Resolution was adopted by the Madison County Board of Supervisors on January 4<sup>th</sup>, 2022.*

.....

R. Clay Jackson, Chairman  
Madison County Board of Supervisors

Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: January 25, 2022



**Agenda**  
**Board of Supervisors Organizational Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, January 4, 2022 at 11:00 AM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order / Determine Presence of a Quorum ..... Parliamentarian**  
**Pledge of Allegiance & Moment of Silence .....Parliamentarian**  
**Description of Meeting & Election Procedures .....Parliamentarian**  
**Election of the Chairman ..... Parliamentarian**  
**Election of the Vice-Chairman ..... Chairman**  
**Adoption of an Agenda ..... Chairman**  
**Public Comment ..... Chairman**  
**Consideration of an Organizational Resolution for Calendar Year 2021 ....Chairman**  
    i. Bylaws  
    ii. Code of Ethics  
    iii. Freedom of Information Act Policy  
    iv. Personnel Policy  
    v. Purchasing and Surplus Asset Policy  
**Committee, Liaison, and Other Appointments .....Alan Berry**  
**Correspondence .....Jonathon Weakley**  
**Public Comment ..... Chairman**  
**Closed Session**  
**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Wednesday, January 5<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #2 — January 5th

At a Joint Meeting between the Board of Supervisors and the Planning Commission on Wednesday, January 5<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

**The Board of Supervisors came to order following the adjournment of the Planning Commission's portion of the meeting.**

#### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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#### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Yowell. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

#### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

#### PUBLIC HEARING

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- A. **Case No. S-01-22-1:** A subdivision request by John Robert and Allison Yeaman to subdivide an existing 155.9 acre A1 (agriculture) zoned parcel. The subdivision would create three “new” parcels, and a residual parcel. The parcels would be 38 acres, 10 acres, 71 acres and 32.8 acres. The subject parcel has not been subdivided in the last ten years. The parcel is identified on Madison County's Tax Maps as 63- 10 and is located on Jacks Shop Road. To-date the parcel does not contain a postal address.

Supervisor Hoffman made a motion to approve Case No. S-01-22-1, seconded by Supervisor Yowell. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

- B. **Case No. RZ-01-22-2:** Abdul and Najia Nawabe request to rezone a roughly five-acre parcel from A1 (agriculture) to B1 (business). If rezoned, the applicants intend to establish an automotive sales, repair, and servicing business on the parcel. The parcel is identified on Madison County's Tax Maps as 33-7c and is located on North Seminole Trail. To-date the parcel does not contain a postal address.

- *Chairman Jackson: Stated that it seemed like this case would go back to grandfathering and that the entrance issue would be up to legislative discretion.*

The County Attorney responded in the affirmative and also stated that the ordinance itself actually provided for the entrance in this case.

- *Supervisor Yowell: Stated that he had checked with a prior Zoning Administrator for the County and learned that this lot was created long before the ordinance. There may also have been an entrance already on the plat. Stated his opinion that it should be up to VDOT to decide if something is safe or not on the Route 29 Corridor and that he would be open to removing the language in the ordinance altogether and replacing it with VDOT's preference.*
- *Chairman Jackson: Asked that a discussion item be added to the agenda for the second meeting in January to discuss amending the ordinance for entrances on the Route 29 Corridor.*
- *Supervisor Jewett: Asked the applicants if the adjacent property owners have expressed any concerns to their proposed business activities.*

Supervisor Yowell made a motion to approve Case No. RZ-01-22-2 as recommended by the Planning Commission, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

- C. **Case No. RZ-01-22-3:** Madison County Holdings, LLC (Powell O'Bannon) requests to rezone a roughly 3-acre and 9-acre portion of a R1 zoned parcel to B1 (business) and R3 (multiple family residential) respectively. If rezoned, the applicant would develop a commercial site on the B1 zoned area, and multiple apartment buildings/structures containing no more than thirty-five (35) individual apartment units on the R3 zoned area. The subject 39-acre property is identified on Madison County's Tax Maps as 40-20 and is located on Fishback Road. To-date the parcel does not contain a postal address.

- *Supervisor Jewett: Asked if the layout presented by the County Planner was what Mr. O'Bannon had envisioned for the property.*

Mr. O'Bannon responded that it was what he had envisioned.

- *Supervisor Jewett: Asked if the single family dwellings would be on their own septic.*

Mr. O'Bannon responded that they would.

- *Supervisor Jewett: Stated that he was concerned about not having a set number of people with the worry being that it could cause a strain on the waste system. Asked if Mr. O'Bannon could give the Board some reassurances.*

Mr. O'Bannon responded that the apartments were single-bedroom and that they would monitor them for usage.

Supervisor Hoffman made a motion to approve Case No. RZ-01-22-3, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

- D. **Case No. OA-01-22-4:** Amending the zoning ordinance, specifically adding an article 20-101B listed as *Housing, Temporary*. This article will define temporary housing as “*The temporary occupancy of a RV (recreational vehicle), meeting NFPA (National Fire Protection Association) standards, while a parcel’s principal dwelling is under construction, or necessary due to an unforeseen emergency or medical hardship. Occupancy may be allowable for up to 24 months, requires adherence to Virginia Department of Health Regulation, and must adhere to Article 15-B (Temporary Housing) of the zoning ordinance.*”

- *Supervisor Jewett: Asked the County Attorney if RVs would no longer be considered the primary resident of individuals who moved into their completed homes on the same property as the RV.*

The County Attorney responded in the affirmative.

The County Administrator commented that the RV would need to be disconnected as the primary resident which would be a part of the inspection process.

Supervisor Yowell made a motion to approve Case No. OA-01-22-4 as presented, seconded by Supervisor Hoffman. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

- E. **Case No. OA-01-22-5:** Amending the zoning ordinance, specifically adding an article 15-B to be listed as *Temporary Housing*. This article (15-B Temporary Housing) will include articles 15-B-1 (Temporary Emergency Housing), 15-B-2 (Temporary Housing During New Construction), 15-B-3 (Medical Emergency Housing), and 15-B-4 (Additional Regulations and Considerations); each article contains a written description.

The County Planner stated that he would be open to bringing the RV question back before the Board in a condensed version for approval.

Supervisor Hoffman made a motion to approve Case No. OA-01-22-5, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

- F. **Case No. OA-01-22-6:** Amending the Code of Ordinances of Madison County, Virginia, specifically Chapter 4 (amusement and entertainment) and deleting article II (outdoor musical and entertainment festivals) sections 4-19 through 4-29; all text in Article II and sections 4-19 through 4-29 shall be replaced with the word “reserved”. Further, amending the Code of Ordinances of Madison County, Virginia, specifically Chapter 4 (amusement and entertainment), and delete “amusement and entertainment” and replace the text in Chapter 4 to read “Chapter 4 – Large-Scale Outdoor Events”. The entire amended Chapter 4 (large-scale events) shall consist of an article 1 (general) and contain a section 1 through section 11.

Supervisor Yowell made a motion to approve Case No. OA-01-22-6 as recommended by the Planning Commission, seconded by Supervisor Jewett. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

- G. **Case No. OA-01-22-7:** Amending the zoning ordinance, specifically amending article 14-18 (event venue) and deleting the entire text in the last paragraph of article 14-18.2 (structures and activities to be allowed). This amended portion of article 14-18.2 shall read: “*Large-Scale Outdoor Events that are open to the public are subject to the requirements of the Code of Ordinances of Madison County, Chapter 4, Large-Scale Outdoor Events.*”

Supervisor Hoffman made a motion to approve Case No. OA-01-22-7 as recommended by the Planning Commission, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

#### **INFORMATION/CORRESPONDENCE**

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The County Administrator advised the Board that the governor had declared a state of emergency in relation to the winter storm. Also informed them that the winter shelter is still open for people in need.

#### **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

- *Chairman Jackson: Thanked Mike Mosko for his role as Chairman of the Planning Commission.*

#### **CLOSED SESSION**

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#### **ADJOURN**

---

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Yowell. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: January 25, 2022



**Agenda**  
**Joint Meeting**  
**Board of Supervisors & Planning Commission**  
**Wednesday, January 5, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Public Hearing**

- A. **Case No. S-01-22-1:** A subdivision request by John Robert and Allison Yeaman to subdivide an existing 155.9 acre A1 (agriculture) zoned parcel. The subdivision would create three “new” parcels, and a residual parcel. The parcels would be 38 acres, 10 acres, 71 acres and 32.8 acres. The subject parcel has not been subdivided in the last ten years. The parcel is identified on Madison County’s Tax Maps as 63- 10 and is located on Jacks Shop Road. To-date the parcel does not contain a postal address.
- B. **Case No. RZ-01-22-2:** Abdul and Najia Nawabe request to rezone a roughly five- acre parcel from A1 (agriculture) to B1 (business). If rezoned, the applicants intend to establish an automotive sales, repair, and servicing business on the parcel. The parcel is identified on Madison County’s Tax Maps as 33-7c and is located on North Seminole Trail. To-date the parcel does not contain a postal address.

- C. **Case No. RZ-01-22-3:** Madison County Holdings, LLC (Powell O'Bannon) requests to rezone a roughly 3-acre and 9-acre portion of a R1 zoned parcel to B1 (business) and R3 (multiple family residential) respectively. If rezoned, the applicant would develop a commercial site on the B1 zoned area, and multiple apartment buildings/structures containing no more than thirty-five (35) individual apartment units on the R3 zoned area. The subject 39-acre property is identified on Madison County's Tax Maps as 40-20 and is located on Fishback Road. To-date the parcel does not contain a postal address.
- D. **Case No. OA-01-22-4:** Amending the zoning ordinance, specifically adding an article 20-101B listed as *Housing, Temporary*. This article will define temporary housing as *"The temporary occupancy of a RV (recreational vehicle), meeting NFPA (National Fire Protection Association) standards, while a parcel's principal dwelling is under construction, or necessary due to an unforeseen emergency or medical hardship. Occupancy may be allowable for up to 24 months, requires adherence to Virginia Department of Health Regulation, and must adhere to Article 15-B (Temporary Housing) of the zoning ordinance."*
- E. **Case No. OA-01-22-5:** Amending the zoning ordinance, specifically adding an article 15-B to be listed as *Temporary Housing*. This article (15-B Temporary Housing) will include articles 15-B-1 (Temporary Emergency Housing), 15-B-2 (Temporary Housing During New Construction), 15-B-3 (Medical Emergency Housing), and 15-B-4 (Additional Regulations and Considerations); each article contains a written description.
- F. **Case No. OA-01-22-6:** Amending the Code of Ordinances of Madison County, Virginia, specifically Chapter 4 (amusement and entertainment) and deleting article II (outdoor musical and entertainment festivals) sections 4-19 through 4-29; all text in Article II and sections 4-19 through 4-29 shall be replaced with the word "reserved". Further, amending the Code of Ordinances of Madison County, Virginia, specifically Chapter 4 (amusement and entertainment), and delete "amusement and entertainment" and replace the text in Chapter 4 to read "Chapter 4 – Large-Scale Outdoor Events". The entire amended Chapter 4



(large-scale events) shall consist of an article 1 (general) and contain a section 1 through section 11.

- G. **Case No. OA-01-22-7:** Amending the zoning ordinance, specifically amending article 14-18 (event venue) and deleting the entire text in the last paragraph of article 14-18.2 (structures and activities to be allowed). This amended portion of article 14- 18.2 shall read: *“Large-Scale Outdoor Events that are open to the public are subject to the requirements of the Code of Ordinances of Madison County, Chapter 4, Large-Scale Outdoor Events.”*

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, January 11<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #3 — January 11th

At a Regular Meeting (#1) of the Board of Supervisors on Tuesday, January 11<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to today's agenda:

#### **ADD: Consent Agenda**

- 3. Extension Office \$2,500 Paid Intern**
- 4. Fire Department Grant**
- 5. EMS — Donation**
- 6. Sheriff Grant**
- 7. Commonwealth's Attorney Appropriation**
- 8. Closing of the Micro Enterprise Fund \$32,988.37 + Interest**

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Yowell. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

Felix Schapiro, a real estate developer and public servant out of Richmond VA, commented on his interest in the redevelopment of the Criglersville School site.

- *Chairman Jackson: Asked the County Administrator to follow up with Mr. Schapiro to get him on a future agenda.*

The County Administrator responded that he had received a proposal from Mr. Schapiro and would touch base with him during the week and would look to get him on the agenda for the 25<sup>th</sup>.

Joe May commented that he did not understand why the Board approved the apartment complex; stated that the apartments weren't going to be two-bedrooms as previously stated. Asked who the people are who are moving into the apartments. Also said that he did not understand why the Board thought they would make up the revenue lost educating the influx of children and the possible increase policing requirements.

With no further public comment being brought forth, the public comment session was closed.

#### **CONSENT AGENDA**

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1. Approve: Minutes from 12/14/21
2. Supplemental Appropriation for Schools (\$1,000,000)
3. *Extension Office \$2,500 Paid Intern*
4. *Fire Department Grant*
5. *EMS — Donation*
6. *Sheriff Grant*
7. *Commonwealth's Attorney Appropriation*
8. *Closing of the Micro Enterprise Fund \$32,988.37 + Interest*

Supervisor Hoffman made a motion to approve the consent agenda as presented, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **SPECIAL APPEARANCES**

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#### **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

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**Commissioner of the Revenue:** Brian Daniel was present and informed the Board of the following:

- Rebecca Low has been hired as the new Deputy Commissioner of the Revenue
- Appraiser is currently going around the County
- New software rollout last week with the Treasurer's Office going into training on the software
- *Chairman Jackson: Asked when the Treasurer's Office was going to be closed as a result of the training.*

The County Administrator responded that the Treasurer's Office would be closed from the 11<sup>th</sup> to the 14<sup>th</sup>.

***Facilities:*** Moonie Frazier was present and informed the Board of the following:

- Few problems with the chiller at the Courthouse; might need to replace and is getting a quote for the replacement
- Removing the Christmas decorations
- Working on cleanup from the recent storm

**Registrar:** Lauren Eanes was present and informed the Board of the following:

- The Virginia Supreme Court finalized the redistricting maps on December 28<sup>th</sup>
  - Congressional District is now the 7<sup>th</sup>
  - Senate is now the 28<sup>th</sup>
  - House is now the 62<sup>nd</sup>
- No update on where to go from here as far as the Department of Elections is concerned
- Does look like the County will lose Hanger and Freitas as representatives

**Parks & Recreation:** Jerry Carpenter was present and informed the Board of the following:

- Spring Sports registration will open on January 15<sup>th</sup>
- 386 registrations for youth winter sports and 54 for women's volleyball
- 20 events scheduled for 2022
- First Spring Break camp in April
- \$20,000 donation for roller-hockey rink at Hoover Ridge

**Commonwealth's Attorney:** Clarissa Berry was present and informed the Board of the following:

- Gearing up for many jury trials in a row
  - Anticipating more defendants choosing jury trials
- General assembly kicks off tomorrow

Joe May asked why people were wanting jury trials.

Ms. Berry responded that, previously, only judges would have access to the sentencing guidelines which would start off at a lower sentence compared to that of a jury. Under the new rules, both judge and jury are sentenced under the guidelines.

Nick McDowell asked what percent of Ms. Berry's convictions were based on negotiated pleas.

Ms. Berry responded that almost all of her convictions were based on negotiated pleas because the sentencing guidelines aren't great.

**Clerk of the Circuit Court:** Leeta Louk was present and advised the Board of the following:

- Sent \$70,129 to the State for December
- Sent \$40,666 to the County for December
- 207 Land Instruments, 42 Judgements, 2 Marriage Licenses
- Received another grant for \$17,935
- Informed the Board that she and her staff had went to Orange to work for about 7 days and took an oath in their County because of a COVID outbreak

**Finance:** Michele Thacker was present and informed the Board of the following:

- Budgets sent out to all department heads
- Getting ready for budget workshops for FY23
- Working with Victim Witness Coordinator for grants
- Working on getting 1099s out for vendors

Bobby Frye also advised the Board of the following:

- W-2s also going out
- Working on FY23 budget; possibly coming to the Board on the 10<sup>th</sup> of February
- Pause period with Tyler training
- Avenity training being worked on

**IT:** Bruce Livingston was present and advised the Board of the following:

- RDA server is a little unstable, but has a clone available
- Setup equipment in 410 for Avenity training
- Helped Leeta with Linux server at Courthouse

**Planning Commission:** Pete Elliott was present and informed the Board of the following:

- Working on things the Board asked about

**EMS:** Noah Hillstrom was present and advised the Board of the following:

- 170 calls, 10 minute response time
- 66 calls with winter weather
- Still working to fill medic position
- AED installation to begin tomorrow
- *Chairman Jackson: Asked how many total AEDs the County had received at this point.*

Mr. Hillstrom responded that they had received 10 and that 17 more were coming.

- *Chairman Jackson: Asked if the only position EMS is currently looking for was the medic position.*

Mr. Hillstrom responded in the affirmative.

**Emergency Management:** Gavin Helme was present and advised the Board of the following:

- Still meeting with Emergency Management stakeholders
- Meeting with VDEM tomorrow to set up deputies
- LEPC Meetings hopefully back up in February

**E-911:** Brian Gordon was present and advised the Board of the following:

- Still working on radio projects
- AFG grant worth \$600,000 submitted
- Next Gen 911 upgrade to be deployed on the 17<sup>th</sup>
- 2 dispatchers short currently
- 3895 calls
- 1184 calls for service

Economic Development & Tourism: Tracey Gardner was present and advised the Board of the following:

- VATI Grant call tomorrow
- Submitted ARPA plan
- 5000 website visitors
- Updating County brochure
- DIY Countertops business expanded
- Free websites available for those who need them
- 3 tenants at visitors center with 1 more interested
  
- *Supervisor Yowell: Asked about the Small Business Development Center and if she could get testimony from Madison residents that have been aided by them for budget season. Also asked about whose court the Revelations agreement was currently in.*

Ms. Gardner responded that she could easily get some folks in to testify as to how the SBDC helped them and that the State level was where the Revelations agreement was currently being worked on.

**Social Services:** Valerie Ward was present and advised the Board of the following:

- Social Services provided shelter to County residents in the wake of the winter storm

The County Administrator personally thanked the County members who provided aid to those in need following the winter storm.

## **OLD BUSINESS**

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## **NEW BUSINESS**

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### 9. FY23 Budget Calendar

The County Administrator presented the Board with a budget calendar in anticipation for the upcoming FY23 budget workshops.

- *Chairman Jackson: Asked when the schools would be doing their budget.*

The County Administrator replied that he believed their numbers would come in March.

Supervisor Yowell made a motion to approve the FY23 budget calendar, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### 10. Legal Update: Definition of Terms of Non-Conforming Uses / Grandfathering

The County Attorney gave a presentation to the Board regarding the definitions of Non-Conforming Uses and Grandfathering. Included in the presentation were the following points:

- What most people mean by “Grandfathering” is actually considered a “Non-conforming use”

- There is a difference between “Non-conforming use” and “Vested rights”

## 11. Ambulance Medical Billing Service Agreement

Noah Hillstrom advised the Board that the service agreement with AMB would need to be renewed. The contract would also be updated to list the “Madison County Board of Supervisors” instead of “Madison County”.

- *Chairman Jackson: Asked if the County would be receiving 100% of the funds since the rescue squad is no longer in operation.*

Mr. Hillstrom responded in the affirmative.

- *Supervisor Yowell: Asked how long AMB had been in contract with the County and if there would be a need to look at other companies.*

Mr. Hillstrom believed that they had been with the County since 2007 and that he did not look around for alternatives due to links with their service to other areas EMS utilizes.

- *Supervisor Yowell: Asked if AMB would send their portion before or after Medicare was deducted.*

Mr. Hillstrom responded that AMB handles the numbers on their end through EMS’ charting program and that there are usually adjustments to be made at the end of the year.

- *Supervisor Yowell: Asked if AMB has the discretion to set up payment plans with self-pay patients.*

Mr. Hillstrom stated that he believed they did.

Supervisor Yowell made a motion to approve the AMB Service Agreement, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## INFORMATION/CORRESPONDENCE

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### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

Joe May asked if someone would be billed for the additional charges of emergency medical services.

- *Chairman Jackson: Responded that the County’s policy has always been soft billing so as to not keep people from getting the help that they need.*

Nick McDowell recommended that the County establish an object code for County vehicles to deal with their respective lifespans and when they would need to be replaced.

The County Administrator stated that there would be a Capital Asset Replacement Plan within the upcoming CIP.

Bobby Frye commented that Finance was looking at possible avenues for segmentation with regards to fund tracking with Capital Asset Replacements.

Ms. Montgomery thanked the Board and Planning Commission for holding public comment sections.

Joe May asked about the money the County gave to the Rescue Squad and if they would get it back.

- *Chairman Jackson: Responded that the Rescue Squad had dropped off a check with interest the previous day.*

With no other public comment being brought forth, the public comment session was closed.

#### **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(1) for discussion, consideration, or interviews of prospective candidates for employment; and
- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene the Board in Open Session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1) and 2.2-3711(A)(7) that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**As a result of the Closed Session, the Board took the following action(s):**

Supervisor Hoffman made a motion to appoint Mike Snider and James Graves III to the Planning Commission, seconded by Supervisor Jewett. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **ADJOURN**

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*



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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: January 25, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, January 11, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 12/14/21
2. Supplemental Appropriation for Schools (\$1,000,000)
3. *Extension Office \$2,500 Paid Intern*
4. *Fire Department Grant*
5. *EMS — Donation*
6. *Sheriff Grant*
7. *Commonwealth's Attorney Appropriation*
8. *Closing of the Micro Enterprise Fund \$32,988.37 + Interest*

**Special Appearances**

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

**New Business**

9. FY23 Budget Calendar

10. Legal Update: Definition of Terms of Non-Conforming Uses /  
Grandfathering

11. Ambulance Medical Billing Service Agreement

**Public Comment**

**Closed Session**

Personnel

PC Interviews

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, January 25<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #4 — January 25th

At a Regular Meeting (#2) of the Board of Supervisors on Tuesday, January 25<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT: R. Clay Jackson, Chair (*Joined Meeting at 6:24PM*)

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Supervisor Yowell called the Board of Supervisors to order and informed the Board that Chairman Jackson had advised him that he was running late and would arrive in approximately 20 minutes.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Supervisor Yowell advised that a quorum was present.

Supervisor Yowell advised of the following changes to tonight's agenda:

#### *Consent Agenda*

*4A. Supplemental Appropriation for School*

#### *New Business*

*5A. Madison County Volunteer Fire Department Additional Funds Consideration*

*7A. Letter of Support for SkylineCAP*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. **Aye: Yowell, Hoffman, Dawson, Jewett. Absent: Jackson. Nay: (0).**

### PUBLIC COMMENT

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*Nick McDowell:* Advised the Board that he drove down Main Street last week and saw an ambulance and a medic pull up and stop with lights and siren on. Stated that he noticed that there is no sight distance for them as they pull out of their area to the left due the hill obstructing the view. Said that he had complained last year and that VDOT had put a sign up just past the Post

Office. Recommended that the Board consider a signal light for EMS so that they do not need to stop in critical emergencies.

*Joe May:* Informed the Board of Supervisors that someone had graffitied the signs for “Pass Run” by spray painting over the “P”. Also asked if the District Manager person from Charlottesville was ever going to show up to a Board meeting as his road, Whippoorwill Road, was a “living hell”. Stated that he believed that they were going to start paving his road 2-3 years ago.

➤ *Supervisor Yowell:* Asked the County Administrator to get in contact with VDOT.

The County Administrator informed the Board that he would make some calls to VDOT and advised the Board that he could ask VDOT to possibly change their quarterly visits to something more frequent.

*Jim Smith:* Speaking in the capacity of the Chairman of the Madison County Republican Committee, Mr. Smith recommended that the Board reject the proposal by the registrar and provide more detailed, complete, and researchable proposals in the future and that this analysis be used as a template for future items in the budget process.

***At Mr. Smith’s request, his handout to the Board may be found at the end of these minutes.***

*David Lewis:* Advised the Board that he lives and votes at Graves Mill and wondered if the redistricting map couldn’t be reworked due to the mass of land that is reserved for a National Park. Said that he would like the Board to consider that Graves Mill is losing its identity and that its residents would not be happy to see the precinct go.

*Doug Graves:* Stated that he would like to be on record with his disapproval regarding the consolidation of Graves Mill into another precinct. Asked who could put a value on a historical asset such as Graves Mill. Informed the Board that a few families have a number of children that could be potential voters for Graves Mill in the future.

## **CONSENT AGENDA**

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- 12. Approve: Minutes from 01/04/22
- 13. Approve: Minutes from 01/05/22
- 14. Approve: Minutes from 01/11/22
- 15. Supplemental Appropriation: Sheriff (\$38,754)

### ***4A. Supplemental Appropriation for School***

- *Supervisor Yowell:* Advised the Board that bonuses were given to the Sheriff’s deputies back in October and that bonuses for the Constitutional Officers were paid out of the Sheriff’s budget. The Comp Board has now reimbursed the County for the bonuses; the supplemental appropriation is merely moving the money back into the Sheriff’s budget. Also advised the Board that the supplemental for the school is for a school bus for special education and that the money will be coming from ESSER funds.

The County Administrator advised the Board of a change to the January 5<sup>th</sup> Meeting Minutes.

Supervisor Hoffman made a motion to approve the consent agenda as amended, seconded by Supervisor Jewett. *Aye: Yowell, Hoffman, Dawson, Jewett. Absent: Jackson. Nay: (0).*

## **SPECIAL APPEARANCES**

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## **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

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## **OLD BUSINESS**

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## **NEW BUSINESS**

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### 16. Ratification of 01/15/22 Local Emergency Declaration

*Chairman Jackson arrived at 6:24PM and assumed his duties as Chairman.*

Supervisor Hoffman made a motion to approve the ratification of the 01/15/22 Local Emergency Declaration, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### *5a. Madison County Volunteer Fire Department Additional Funding Consideration*

Brian Gordon advised the Board of the need for a viable backup for extrication events in Madison County. He requested \$40,000 to upgrade a vehicle to bring it to a state near that of the rescue engine.

The County Administrator advised the Board that they could fund the project through current FY22 or in FY23. The County Administrator asked Mr. Gordon if there was a time constraint on the proposal.

Mr. Gordon responded that there was not. He advised that they would work with EMS to get their input on upgrading the vehicle before making any purchases.

➤ *Chairman Jackson: Asked what kind of timeframe Mr. Gordon was looking at to get the equipment in.*

Mr. Gordon responded that, with COVID delays, he was not sure but postulated that it may not be too bad.

The County Administrator advised the Board that they could bring the matter up again at the February 8<sup>th</sup> meeting with a recommendation.

The Board advised that they would push the decision to the February 8<sup>th</sup> meeting.

### 17. FY22 YTD Budget Summary

Michele Thacker was present and advised the Board of the County's current revenues and expenditures.

Bobby Frye advised the Board that, at the bottom of each page, there is a fund balance for the beginning of each year and a projected fund balance for this update. Stated that the main thing to take away from the update is that the County has mostly added to fund balance and that they have probably underbudgeted their revenues. Expenditures shows that the County is saving money and is in great shape financially.

#### 18. Voting Precinct — Registrar

Lauren Eanes was present and advised the Board of the proposal to consolidate Graves Mill with Wolftown. Mrs. Eanes informed the Board of the following information:

- The Graves Mill precinct has 88 registered voters with 2 listed as inactive
- In the November, 2021 election, 58 people voted at Graves Mill; 8 voted early from the precinct
- Despite its size, the precinct must match the minimum requirements of all districts, namely:
  - Same voting equipment
  - Minimum of 3 officers of election
  - All election supplies and materials
- To establish a precinct, a location must have 100 minimum voters, but it does not require that many to maintain a precinct like Graves Mill
- The fiscal impact would save the County \$540 in officer of election fees and \$150 for rental fees, which would save the County ~\$1380 annually due to there usually be two elections per year
- Due to new requirements for early voting, a second machine is required and would cost ~\$10,000; the consolidation of one precinct would allow for a machine to be recycled
- Apart from consolidation, the Board also has the option of obtaining a certification of no objection
- There is no cell service at Graves Mill and no landline, thus requiring the registrar to borrow a radio from the Sheriff's Office as the only means of communication with the precinct during election day

➤ *Supervisor Jackson: Asked if there was an official letter from the Electoral Board regarding the consolidation proposal.*

Mrs. Eanes responded that the Electoral Board had met week with two members voting to pursue the consolidation and one member who did not vote.

The County Administrator reiterated that the Board could also pursue the certification of no objection.

➤ *Supervisor Hoffman: Asked if the consolidation idea originated from the Electoral Board.*

Mrs. Eanes responded that it originated from the Electoral Board in response to the new redistricting.

- *Supervisor Hoffman: Stated that everyone she had talked to in Graves Mill was against the consolidation and that \$1,300 was not a huge amount of money, not considering the \$10,000 for a new voting machine.*
- *Supervisor Dawson: Asked Mrs. Eanes if she foresaw the early voting option staying.*

Mrs. Eanes responded that she believed it was here to stay.

- *Supervisor Dawson: Asked for clarification on having one machine for the early voting site.*

Mrs. Eanes explained that the requirement to have two for early-voting is because they must report in-person votes separately from those who vote by mail.

- *Supervisor Jewett: Stated that he believed the best course of action would be to retain the precinct and to simply purchase the additional voting machine.*
- *Supervisor Yowell: Asked who the members on the Electoral Board are.*

Mrs. Eanes responded that the sitting members are as follows:

- Leri Thomas
- Annette Hyde
- Margaret Douglas

- *Supervisor Yowell: Asked if redundancy is a state requirement or simply nice to have.*

Mrs. Eanes responded that the redundant voting machine would be used for absentee ballots or as a spare due to the existing spare being used as a second for the absentee precinct.

- *Chairman Jackson: Asked when the current machines in use would be phased out.*

Mrs. Eanes responded that they had just completed an upgrade to Windows 10 and should be good for a while.

- *Supervisor Yowell: Asked for further information from Mrs. Eanes regarding Supervisor Hoffman's earlier question about where the proposal originated.*

Mrs. Eanes responded that the consolidation had been discussed before at least twice and that the recent redistricting merely presented an opportunity to discuss the issue again.

*Randall "Scootie" Lilliard:* Stated that Graves Mill has always had the best turnout of voters and even had 100% one year. Said that he was in favor of keeping the precinct.

*Pete Elliott:* Said that it was great what some of the residents had done since the Post Office left. Stated that he thought it was unethical to get rid of the precinct due to the history of the area.

*Leri Thomas:* Recently appointed to the Electoral Board, Ms. Thomas advised the Board of the following:

- Stated that she was afforded no time to investigate ramifications of the proposal
- Asked to support it because of the urgency of the matter
- Stated that she was presented with two problems:
  - The registrar needs a new voting machine for the absentee precinct
  - The registrar may need an extra machine due to the Town of Madison possibly becoming its own precinct
- Stated that she was informed that assessments of the postage costs to the 88 registered voters was \$5,000
- Stated that she was informed that the estimate for a new machine at the time of the presentation to the Electoral Board was \$15,000
- Wondered if the registrar could, instead of getting another machine, do one count before the other with the same machine
- Proposed that serious, advanced research be conducted and that a budget request be submitted
- Asked the Board to reject the proposal due to a lack of fundamental, rational support

**Ms. Thomas' comments to the Board have been provided in full at the end of these minutes.**

*Mitch Bernstein:* Said that Graves Mill has a sense of community that managed to survive even after the flood destroyed much of the area. Stated that he feared the proposal would strike a blow to the heart of the Graves Mill community for no good reason. Offered up a proposal to hand-count at Graves Mill to allow for the voting machine at Graves Mill to be used elsewhere.

*Mrs. Eanes:* Advised the Board of the following clarifications in regards to Ms. Thomas' earlier public comment:

- The \$5,000 is in reference to sending out new voter cards to the whole County, not to Graves Mill
- New Electoral Board members were very recently appointed and the proposal had been in the works for quite some time; it was not a rash decision from one week ago
- Stated that her proposal was part of her duty as registrar to do what is best for her office

➤ *Supervisor Yowell: Recommended that the Board keep the precinct.*

➤ *Supervisor Jewett: Agreed that the precinct needed to be kept open and commended Mrs. Eanes for her good-faith discharge of her duties as registrar. Stated that he hoped the registrar and the Electoral Board would work together to ensure election integrity in Madison County.*

#### ***7a. Letter of Support for Skyline CAP***



- *Supervisor Yowell: Advised the Board that the house behind the Skyline CAP office has been vacant for a couple of years. They are applying for a grant to purchase the five units to take them from transitional housing to affordable housing. In the grant application, it was stated that a letter of support from the local government would be helpful.*

***Supervisor Yowell and Supervisor Jewett abstained from voting due to their association with Skyline CAP.***

Supervisor Hoffman made a motion to approve the letter of support for Skyline CAP, seconded by Supervisor Dawson. ***Aye: Jackson, Hoffman, Dawson. Nay: (0). Recused: Yowell, Jewett.***

## **INFORMATION/CORRESPONDENCE**

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### **DISCUSSION**

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#### **19. Ordinance Review**

The County Administrator advised the Board that, at one of the last Planning Commission Workshops, the issue of four lots on one driveway came up. Advised the Board that they could instruct the Planning Commission to review the ordinance if they wished to do so.

- *Chairman Jackson: Stated that he believed it would be a good idea to have the Planning Commission review the ordinance and make a recommendation to the Board.*
- *Supervisor Yowell: Stated that there are a number of options on how to modify the ordinance such as requiring a road maintenance agreement.*

Supervisor Yowell made a motion to ask the Planning Commission to look into Ordinance 4-8-1, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### **20. Advertise IDA**

The County Administrator advised the Board that James Graves had sent in a resignation letter for the IDA with his term set to expire on April 11<sup>th</sup>, 2025. Therefore, the Board will need to begin advertising for the IDA.

The Board agreed to advertise for the position.

#### **21. Advertise CSB**

The County Administrator informed the Board that the County had not received any applicants for the CSB position. Asked the Board for guidance on whether or not the Board would like to readvertise or look for individuals to ask personally.

The Board agreed to continue advertising for the position.

## **PUBLIC COMMENT**

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## CLOSED SESSION

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(1) for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and
- 2.2-3711(A)(3) for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene the Board in Open Session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1) and 2.2-3711(A)(3) that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### **As a result of the Closed Session, the Board took the following action(s):**

Supervisor Hoffman made a motion to terminate the Fahrenheit contract, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## ADJOURN

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: February 8, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, January 25, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 01/04/22
2. Approve: Minutes from 01/05/22
3. Approve: Minutes from 01/11/22
4. Supplemental Appropriation: Sheriff (\$38,754)
- 4a. Supplemental Appropriation: Schools (\$103,474.45)*

**Special Appearances**

**Old Business**

**New Business**

5. Ratification of 01/15/22 Local Emergency Declaration
- 5a. Madison County Volunteer Fire Department Additional Funding Consideration*
6. FY22 YTD Budget Summary
7. Voting Precinct — Registrar
- 7a. Letter of Support for Skyline CAP*

**Information/Correspondence**

**Discussion**

8. Ordinance Review
9. Advertise IDA
10. Advertise CSB

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Tuesday, February 2<sup>nd</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #5 — February 2nd

At a joint meeting (#1) of the Board of Supervisors on Wednesday, February 2<sup>nd</sup> at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT: Charlotte Hoffman, Member

**The Board of Supervisors came into order after the Planning Commission had adjourned.**

#### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

#### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to today's agenda:

*Discussion:*

1. *Short Term Rentals*

*Information & Correspondence:*

2. *Rabies*

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

#### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

#### PUBLIC HEARING

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- A. **Case No. SU-02-22-8:** Tri-Creek Farm, LLC has applied for a special use permit to operate four short-term rentals on an A1 (agriculture) zoned parcel. In the A1 zoning district short-term rentals/lodging requires a special use permit. The subject property contains an existing single-family home, a cabin, a finished accessory structure, and a yurt structure; each dwelling/structure is proposed to be utilized as a potential short-term rental. The property's principal dwelling has an address of 1202 Lillards Ford Road, Brightwood, VA 22715. The subject 98.9-acre parcel is also identified on Madison County's Tax Maps as 41-35.

Supervisor Dawson made a motion to approve Case No. SU-02-22-8 with the three approved conditions, seconded by Supervisor Yowell.

*Aye: Jackson, Yowell, Dawson, Jewett. Absent: Hoffman. Nay: (0).*

**Agenda items B. and C. were tabled by the applicant.**

- D. **Case No. SU-02-22-11:** On behalf of the Madison County Board of Supervisors and Emergency Services, Network Building and Consulting (NB+C) has submitted a special use permit application to develop a wireless communication facility (WCF). The proposed WCF will provide public safety radio coverage for the County's public safety system. The WCF would be confined to a leased 40' x 60' fenced-in compound located on a 14.9-acre A1 (Agriculture) zoned parcel. This parcel is located on a roughly 0.75 miles (~3,950 ft.) private right-of-way connected to Hughes River Road. Per article one (zoning ordinance) section 14-13-4 (uses requiring a special use permit) WCF's exceeding 100 feet in height require a special use permit. The proposed lattice tower's height would be 174 feet, including an attached four-foot lightning rod. The subject property has a postal address of 744 Hughes River Road, Etlan, VA 22719 and is identified on Madison County's Tax Maps as 16-28.

**Supervisor Yowell recused himself from discussion and the vote on Case D. due to his relation to Tiffany Grant.**

Supervisor Jewett made a motion to approve Case No. SU-02-22-11, seconded by Supervisor Dawson. *Aye: Jackson, Dawson, Jewett. Absent: Hoffman. Abstain: Yowell. Nay: (0).*

## **DISCUSSION**

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### *1. Short Term Rentals*

Supervisor Yowell made a motion to task the Planning Commission with Short Term Rentals and Definitions and Private Road Limitations from Article 4-8-3, seconded by Supervisor Dawson.

*Aye: Jackson, Yowell, Dawson, Jewett. Absent: Hoffman. Nay: (0).*

## **INFORMATION & CORRESPONDENCE**

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### *2. Rabies*

The County Administrator advised the Board that a local rabies case had been brought to the County's attention. Per code, the homeowner could choose to either have the cats trapped or

isolated for four months. The homeowner chose the isolation option and said they will construct an isolation shelter by February 1<sup>st</sup>. VDH constructed the shelter and has confirmed its completion. Also informed the Board that, if authorization is received for trapping, the County will begin doing so and inform the community of the trapping. The Health Department will be at the February 8<sup>th</sup> meeting.

#### **PUBLIC COMMENT**

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

#### **CLOSED SESSION**

#### **ADJOURN**

With there being no further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Dawson.

*Aye: Jackson, Yowell, Dawson, Jewett. Absent: Hoffman. Nay: (0).*

\_\_\_\_\_  
R. Clay Jackson, Chairman  
Madison County Board of Supervisors

\_\_\_\_\_  
Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: February 22, 2022

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**Agenda**  
**Joint Meeting**  
**Board of Supervisors & Planning Commission**  
**Wednesday, February 2, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Public Hearing**

- A) **Case No. SU-02-22-8:** Tri-Creek Farm, LLC has applied for a special use permit to operate four short-term rentals on an A1 (agriculture) zoned parcel. In the A1 zoning district short-term rentals/lodging requires a special use permit. The subject property contains an existing single-family home, a cabin, a finished accessory structure, and a yurt structure; each dwelling/structure is proposed to be utilized as a potential short-term rental. The property's principal dwelling has an address of 1202 Lillards Ford Road, Brightwood, VA 22715. The subject 98.9-acre parcel is also identified on Madison County's Tax Maps as 41-35.
- B) **Case No. S-02-22-9:** RG Basford Inc., has applied to subdivide an existing 50.6-acre parcel creating two "new" parcels, and a residual parcel. The new parcels would be 6.6-acres and 3.6-acres; the residual parcel would be 39.1-acres. In 2021, this parcel was subdivided creating a 3-acre parcel identified on Madison County Tax Maps as 22-19E. Once recorded, future subdivision rights on the new and residual parcel would be exhausted. The subject parcel is located on Weaver Hollow Road (Rt. 641) and to-date does not contain a postal address. The parcel is identified on Madison County's Tax Maps as 22-19C.
- C) **Case No. S-02-22-10:** RG Basford Inc., has applied to subdivide an existing 53.4-acre parcel creating three "new" parcels, and a residual parcel. The new parcels would be 4.8-acres, 5.1-acres, and 8.4-acres; the residual parcel would be 35.9 acres. Once recorded, future subdivision rights on the new and residual parcel would be exhausted. The subject parcel is located on Weaver Hollow Road (Rt. 641) and to-date does not contain a postal address. The parcel is identified on Madison County's Tax Maps as 22-19D.
- D) **Case No. SU-02-22-11:** On behalf of the Madison County Board of Supervisors and Emergency Services, Network Building and Consulting (NB+C) has submitted a special use permit application to develop a wireless communication facility (WCF). The proposed WCF will provide public safety radio coverage for the County's public safety system. The

WCF would be confined to a leased 40’ x 60’ fenced-in compound located on a 14.9-acre A1 (Agriculture) zoned parcel. This parcel is located on a roughly 0.75 miles (~3,950 ft.) private right-of-way connected to Hughes River Road. Per article one (zoning ordinance) section 14-13-4 (uses requiring a special use permit) WCF’s exceeding 100 feet in height require a special use permit. The proposed lattice tower’s height would be 174 feet, including an attached four-foot lightning rod. The subject property has a postal address of 744 Hughes River Road, Etlan, VA 22719 and is identified on Madison County’s Tax Maps as 16-28.

**Discussion**

*1. Short Term Rentals*

**Information & Correspondence**

*2. Rabies*

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, February 8<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #6 — February 8th

At a regular meeting (#1) of the Board of Supervisors on Tuesday, February 8<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to today's agenda:

#### ***New Business:***

4. *Ordinance – Sec. 6-63 Rabies Inoculation of Dogs & Domesticated Cats*
5. *Criglersville Mountain Museum – Request to Enclose Porch (Max Lacy)*
6. *RRCSB Appointment*
7. *Contingency Fund Use Request — Lexipol*
8. *Supplemental Appropriation / Sheriff Vehicles*

*to*

4. *Criglersville Mountain Museum – Request to Enclose Porch (Max Lacy)*
5. *RRCSB Appointment*
6. *Contingency Fund Use Request — Lexipol*
7. *Supplemental Appropriation / Sheriff Vehicles*
8. *Ordinance – Sec. 6-63 Rabies Inoculation of Dogs & Domesticated Cats*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Joe May:** Commented that his road, Whippoorwill, is in dire need of repairs. Stated that the 6-year plan is not working and that the road won't last until the end of the plan.

- *Chairman Jackson: Asked if there was a new resident engineer the County was dealing with instead of Carrie Shephard.*

The County Administrator responded that he has not received word of a new resident engineer.

- *Chairman Jackson: Asked the County Administrator to reach out to VDOT regarding Mr. May's road.*

The County Administrator agreed to get in contact with VDOT and stated that he would request a visit from them for a tour. Asked the Board to provide him with a site list if this route is one the Board would like for him to pursue.

- *Supervisor Jewett: Stated that he had visited the road this morning and noted that it was in bad shape. Said that the road needed to be maintained regardless of whether or not it was paved in the future and that VDOT needed to maintain them to the point that the roads do not damage the cars using them. Also advised that he ran into a County resident during his trip that informed him that another road, Garr Road, was in even worse shape and needed maintenance.*

The County Administrator advised the Board that he had reached out to VDOT regarding brush cleanup and that they were supposed to start work on the matter this week.

With no further public comment being brought forth, the public comment opportunity was closed.

## CONSENT AGENDA

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1. Approve: Minutes from 01/25/22

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## SPECIAL APPEARANCES

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2. VDH

Dr. Gravatt, the new Health Director for Madison County, was present and advised the Board of the following:

- The State Veterinarian's opinion was to presume that all cats in the vicinity had rabies until proven otherwise

- There were other animals within a one-mile radius of the original incident that were potentially acting rabid including a fox and raccoon as well as cats
- The Board has two options:
  - Provide a safe, monitored enclosure for cats for a minimum of four months
  - Euthanize the captured cats captured in the vicinity
- Recommended that the Board pass an emergency ordinance to follow the second path of euthanization

## **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

**Animal Control:** Greg Cave was present and advised the Board of the following:

- Continuing to work with the Health Department to limit the extent of the health crisis regarding rabies
- Introduced the Board to Karen Hammack, the new Animal Shelter Manager

**Social Services:** Valerie Ward was present and advised the Board of the following:

- 48 new applications for medical assistance
- 35 new applications for SNAP
- Has been working to deal with food insecurity in the area and will be doing a mobile food bank on the fourth Wednesday of the month at the Reva Firehall from 10:00-11:30AM
- Working on issues related to homelessness, domestic violence, and COVID

**Registrar:** Lauren Eanes was present and advised the Board of the following:

- Completed a mandatory upgrade to voting machines
- Completed mandatory training

**Sheriff:** Erik Weaver was present and advised the Board of the following:

- All is well with the Sheriff's Department

**Planning Commission:** Stefan Carpenter was present and advised the Board of the following:

- Working on short-term rentals and private road access

**Clerk of the Circuit Court:** Leeta Louk was present and advised the Board of the following:

- Advised the Board on the reimbursement report for January, 2022

**EMS & Emergency Management:** Gavin Helme was present and advised the Board of the following:

- Filled a full-time position
- New ambulance from Rescue Squad should be in service soon
- First 10 AEDs placed and training has been conducted
- WebEOC access training
- Emergency Management schedule complete for February is complete

➤ *Supervisor Yowell: Asked Mr. Helme what LEPC and EOP stands for.*

Mr. Helme advised that LEPC is short for “Local Emergency Planning Commission” which includes the Sheriff, E-911, EMS, the Fire Department, Social Services, Health Department, and other stakeholders. Also informed the Board that EOP stands for “Emergency Operations Plan”.

**Information Technology:** Bruce Livingston was present and advised the Board of the following:

- Avenity rollout going well
- RDA 4.0 is online and in use
- Starting to be hit with more phishing attempts

**Building & Zoning:** Ligon Webb was present and advised the Board of the following:

- Karl Bracqbién completed his last exam for combo inspector

**Finance:** Michele Thacker was present and advised the Board of the following:

- Working on budgets with department heads
- ERP program training in progress
- Updated to RDA 4.0
- Pay stubs will now be delivered via email instead of letter

Bobby Frye also spoke on the following:

- Mostly through the ERP configuration documents
- Working on budget database for department heads
- Cross-training happening

**Tourism & Economic Development:** Tracey Gardner was present and advised the Board of the following:

- Back to having events
- *Supervisor Yowell: Asked about the Orange-Madison Family Physicians opening in Madison.*

Supervisor Yowell was informed that they should be ready some time in February.

- *Supervisor Yowell: Asked about interest in AirBNBs—wanted clarification on whether or not the interest was to stay in AirBNBs or open them.*

Ms. Gardner responded that it was a bit of both.

- Talking on Friday with Department of Housing & Community Development
- Economic Development Partners meeting
- Meeting with Bill Gentry for showcase with Virginia Economic Development
- ARPA returned with ask for more specific dates
- Salsa Street Grill operating a to-go restaurant out of 622 South Main Street
- Rappahannock real-estate will be opening across from the deli
- Tourism Committee met

- Virtual Meeting with Secretary of Commerce and Trade and Agriculture and Forestry on the 14<sup>th</sup>
- Conference at the end of March
- Websites still available from SBDC

➤ *Chairman Jackson: Asked if the Coffee Shop was still coming.*

Ms. Gardner responded that they had their final inspection and will be opening soon.

**Emergency Communications:** Brian Gordon was present and advised the Board of the following:

- Still working on radio project
- Site walks February 21<sup>st</sup>
- Hoover Ridge starting construction by end of the month
- Blakey and Beautiful Run permits pending
- AFG still waiting
- Next-Gen 911 software upgrade shortly
- Ashley Richards the new Assistant Director

## **OLD BUSINESS**

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### 3. Madison County Volunteer Fire Department Fund Request

The County Administrator advised the Board that the Fire Department asked for this request to be tabled.

## **NEW BUSINESS**

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### 4. Criglersville Mountain Museum – Request to Enclose Porch (Max Lacy)

Judy Mahanes was present and advised the Board of the following:

- 563 visitors last year
- Will open again first Sunday in March
- Request is to enclose the porch for a mountain kitchen

➤ *Chairman Jackson: Asked how much money the Historical Society was asking for from the Board.*

Ms. Mahanes responded that, currently, they were going to try and proceed without financial aid from the Board. She advised the Board that they had received a donation for the project that they plan to use.

Supervisor Yowell made a motion to approve the request from the Madison County Historical Society to enclose the side porch at the existing Criglersville Mountain Museum, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### 5. RRCSB Appointment

The County Administrator advised the Board of Scott Bennet's application to the RRCSB.

Supervisor Hoffman made a motion to approve the appointment of Scott Bennet to the RRCSB, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***  
The County Administrator advised that the term Mr. Bennet will be filling runs through 12/31/24.

#### 6. Contingency Fund Use Request — Lexipol

- *Supervisor Yowell: Asked if the recurring cost for the following year would be the ~\$11,000.*

The County Administrator advised Supervisor Yowell that the recurring cost would be \$13,200.

- *Supervisor Jewett: Asked where else in Virginia Lexipol is used by other Sheriffs and Police Departments.*

The Sheriff responded that he did not have that information with him.

Supervisor Yowell made a motion to approve the service agreement with Lexipol for the services of policy management as requested by Sheriff's Office in the amount \$40,173,022, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 7. Supplemental Appropriation / Sheriff Vehicles

The County Administrator advised the Board of the background behind the request for new vehicles and how their approval would allow the Sheriff to get in queue for acquiring vehicles.

- *Supervisor Yowell: Asked if the rotation for next year would include four new cars.*

The Sheriff responded that there would be four new cars and two used.

The County Administrator advised the Board that they may use the June budget appropriation time to give the greenlight to departments to begin purchasing.

- *Chairman Jackson: Asked about having the Board receive a schedule of vehicle purchases during the budget meetings.*

The County Administrator responded that he would look into something like a matrix to provide the Board with.

- *Supervisor Yowell: Asked if they would take possession of the vehicles before June 30<sup>th</sup>.*

The Sheriff responded that he hoped they would.

- *Supervisor Yowell: Asked if the money encumbered would come out of the FY22 budget and not roll over to the FY23 budget.*

Ms. Thacker responded that it would not roll over to the FY23 budget.

Supervisor Jewett made a motion to approve Supplemental Appropriation 15-02082022 for Sheriff Vehicles request, seconded by Supervisor Dawson.

Supervisor Jewett amended his motion to include the total of the request, \$184,689.64, with Supervisor Dawson amending his second.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 8. Ordinance – Sec. 6-63 Rabies Inoculation of Dogs & Domesticated Cats

The County Attorney advised the Board of the background of the rabies health crisis. He then presented the Board with an emergency ordinance to approve.

The County Administrator advised the County Attorney of revisions made to the ordinance; specifically, that of the ordinance's end date.

The County Attorney then advised the Board that the ordinance will expire on March 2<sup>nd</sup>, 2022.

The County Administrator advised of the County's Hyper-Reach program which will help in future emergencies with getting the word out and encourage residents to sign up.

- *Supervisor Yowell: Asked about the size of the radius around Shifflett's corner that the County is concerned with.*

Mr. Cave responded that the area is a two-mile radius centered around the original incident.

Supervisor Hoffman made a motion to approve Ordinance #2022-01, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### INFORMATION & CORRESPONDENCE

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#### 9. Budget Work Session February 10 at 2:00PM in Board Auditorium

The County Administrator advised the Board of the schedule for the upcoming budget workshop for Outside Agencies on February 10<sup>th</sup>.

#### 10. Town of Madison UDA Update

The County Administrator advised the Board of the updates to the Town of Madison's UDA request. The Planning Commission is scheduled to go over the request during their review of the Comprehensive Plan.

- *Chairman Jackson: Recommended that the Board have the County Attorney engage with the Town Attorney and come back with recommendations two weeks later.*

The County Administrator advised the Board of an email from DEQ letting the County know that the Heartland institute is up for permit renewal and will have a 30-day comment period.

## **PUBLIC COMMENT**

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

## **CLOSED SESSION**

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(1) for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and
- 2.2-3711(A)(29) for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1) & 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## **ADJOURN**

With there being no further business to conduct, Supervisor Yowell made a motion to recess the meeting until 2:00PM on February 10<sup>th</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

\_\_\_\_\_  
R. Clay Jackson, Chairman  
Madison County Board of Supervisors

\_\_\_\_\_  
Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: February 22, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, February 8, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 01/25/22

**Special Appearances**

2. VDH

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

3. Madison County Volunteer Fire Department Fund Request

**New Business**

4. Criglersville Mountain Museum – Request to Enclose Porch (Max Lacy)
5. RRCSB Appointment
6. Contingency Fund Use Request — Lexipol
7. Supplemental Appropriation / Sheriff Vehicles
8. Ordinance – Sec. 6-63 Rabies Inoculation of Dogs & Domesticated Cats

**Information & Correspondence**

9. Budget Work Session February 10 at 2:00PM in Board Auditorium
10. Town of Madison UDA Update

**Public Comment**

**Closed Session**

**Adjourn**

*“I move that this meeting be recessed until 2:00PM on February 10<sup>th</sup>, 2022, in the Administration Building Auditorium.”*

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 2:00PM — Tuesday, January 25<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #7 — February 10th

At a Budget Workshop (#1) of the Board of Supervisors on Tuesday, February 10<sup>th</sup> at 2:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Alan Berry, Deputy Clerk

ABSENT: Sean Gregg, County Attorney

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda, seconded by Supervisor Dawson.

*Aye: Yowell, Hoffman, Dawson, Jewett. Absent: Jackson. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### FY23 BUDGET WORKSHOP

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Mr. Frye advised the Board that Finance's main job in the budget process this year was to keep things mostly similar to what they had been previously. He informed the Board that a CIP budget will be looked at in the future as well as revenue projections. There will also be a time to deliberate on salaries and positions as well as the budget for the schools. According to him, things will be presented progressively as the budget workshops advance. At the end, the County Administrator will present the Board with a proposed budget combining all of the efforts of the previous workshops with that of the deliberations involving salaries and position proposals. The Board will then need to hold a public hearing before finalizing and approving the budget for FY23.

The County Administrator informed the Board that the current schedule for workshops is for them to occur each Thursday following tonight's meeting with the following tentative dates:

- Departments' Budgets on February 17<sup>th</sup>
  - Public Hearing on April 6<sup>th</sup>
  - Potential Vote to Adopt Budget on April 12<sup>th</sup>
- *Supervisor Yowell: Advised the Board that, for the last few years, the Board has listened to presentations and moved on with decisions on budgets coming later.*
- *Chairman Jackson: Recommended that a time be set up sometime next week to go through what has been discussed at tonight's budget meeting. Also agreed with Supervisor Yowell to push decisions to a later date.*

The Board participated in a budget workshop that involved hearing from a series of 20 outside agencies.

During presentations, Chairman Jackson recommended that the next Budget Workshop be postponed until 3:30PM due to an RSA meeting, which was agreed to by the Board.

After presentations, the County Administrator advised the Board that he and Mr. Frye would make the "cheat sheet" of budget information available to them by close of business tomorrow. Mr. Frye informed the Board that the sheet for Outside Agencies would be different from that of Departments as all of the object codes would be listed for the latter.

- *Supervisor Yowell: Asked if Departments were putting in their own numbers for things such as salaries in the templates that were sent out to department heads.*

Mr. Frye responded that they were not putting in numbers for certain items such as a compensation.

- *Supervisor Yowell: Asked if, for Constitutional Officers, the budgets the Board would receive would be either the gross or the net.*

Mr. Frye responded that the Board would receive the grossed-up version with revenues.

The County Administrator informed the Board that the numbers for salaries and insurance would come later so they could make sure that there was adequate money in the budget for training. He also advised the Board about inquiries to possible changes to the County's insurance.

The County Administrator then advised the Board of the budget schedule for the following week with the preface that the meeting will be starting at 3:30PM rather than 2:00PM as indicated by the Board.

Mr. Frye asked the Board what he could provide to the Board to make the process easier. After discussion, it was decided that a narrative be provided in addition to the other budget documents presented by Departments.

**PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

**CLOSED SESSION**

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**ADJOURN**

---

With there being no further business to conduct, Supervisor Yowell made a motion to recess the meeting until 3:30PM on February 17<sup>th</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: February 22, 2022

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**Madison County Board of Supervisors  
FY23 Budget Workshop Meeting #1  
Tuesday, February 10, 2022 at 2:00 PM  
Administration Building Auditorium  
414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**FY23 Budget Workshop**

1. Presentation of FY22 Budget Requests (Outside Agencies)

Time	Agency	Dept. #	Presenter
2:05PM	Parks & Recreation Authority	71100	Lindsay Von Herbulis
2:15PM	Madison Volunteer Fire Dept.	32200	Brian Gordon
2:25PM	Madison County Library	73100	Bonnie Utz
2:35PM	Rappahannock River Basin Commission	82200	Jonathon Weakley
2:45PM	Legal Aid Works	22300	Ann Kloeckner
2:55PM	Culpeper Soil & Water	82400	Greg Wilchens
3:05PM	Boys & Girls Club	72601	James Compton
3:15PM	Central VA Partnership for Economic Development	81111	Helen Cauthen
3:25PM	Jefferson Area Community Corrections	33403	Ross Carew
3:35PM	Central Virginia Regional Jail	33401	Jonathon Weakley
3:45PM	Juvenile Detention	33402	Jonathon Weakley
3:55PM	Juvenile Probation	33300	Jonathon Weakley
4:05PM	Foothills Child Advocacy	35800	Cynthia Hurst (Virtual)
4:15PM	Aging Together	81301	Ellen Phipps & Valerie Ward
4:25PM	Rappahannock Rapidan Community Services Board	52200	Jim LaGrafte
4:35PM	Germanna Community College	66100	John Davis
4:45PM	Foothills Housing	81300	Jackie Sill
4:55PM	Thomas Jefferson EMS Council	32400	Jonathon Weakley
5:05PM	Madison Senior Center	72600	Jonathon Weakley
5:15PM	NOVA 4-H	83400	Jonathon Weakley

2. Next Steps (Weakley)

- a. FY22 Budget Timetable
- b. Upcoming Budget Request Presentation Schedule

**Public Comment**

**Continue Meeting**

*"I move that this meeting be recessed until 2:00PM on February 17<sup>th</sup>, 2022, in the Administration Building Auditorium."*

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 2:00PM — Tuesday, January 25<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #8 — February 17th

At a Budget Workshop (#2) of the Board of Supervisors on Thursday, February 17<sup>th</sup> at 3:30PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member *Virtual*  
James Jewett, Member  
Sean Gregg, County Attorney  
Jonathon Weakley, County Administrator  
Alan Berry, Deputy Clerk

ABSENT:

#### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

#### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda, seconded by Supervisor Yowell.  
***Aye: Yowell, Hoffman, Dawson, Jewett. Absent: Jackson. Nay: (0).***

#### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

#### FY23 BUDGET WORKSHOP

---

The Board participated in a budget workshop that involved hearing from a series of 12 County Departments.

#### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

#### CLOSED SESSION

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**ADJOURN**

With there being no further business to conduct, Supervisor Yowell made a motion to recess the meeting until 6:00PM on February 22<sup>nd</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: March 8, 2022  
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**Madison County Board of Supervisors  
FY23 Budget Workshop Meeting #2  
Thursday, February 17, 2022 at 3:30 PM  
Administration Building Auditorium  
414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**FY23 Budget Workshop**

**1. Presentation of FY22 Budget Requests (Departments)**

<b>Time</b>	<b>Department</b>	<b>Dept. #</b>	<b>Presenter</b>
3:35PM	Treasurer	12410	Stephanie Murray
3:45PM	Commonwealth's Attorney	22100	Clarissa Berry
3:55PM	Social Services	53110	Valerie Ward
4:05PM	CSA	53500	Tiffany Woodward
4:15PM	Madison Extension Office	83500	Brad Jarvis
4:25PM	EMS	32600	Noah Hillstrom
4:45PM	Emergency Management	31400	Gavin Helme
5:05PM	Building & Zoning	81101	Ligon Webb
5:15PM	Registrar	13200	Lauren Eanes
5:25PM	Emergency Communications	31401	Brian Gordon
5:35PM	Commissioner of the Revenue	12310	Brian Daniel
5:45PM	Facilities	43200	Moonie Frazier

**Public Comment**

**Continue Meeting**

*"I move that this meeting be recessed until 6:00PM on February 22<sup>nd</sup>, 2022, in the Administration Building Auditorium."*



## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, February 22<sup>nd</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #9 — February 22nd

At a regular meeting (#2) of the Board of Supervisors on Tuesday, February 22<sup>nd</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

#### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

#### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Yowell. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Joe May:** Commented on the current levels of inflation in the United States and asked Chairman Jackson and Supervisor Jewett to comment on how inflation has affected their respective farms in areas such as fertilizer, parts, machinery, and beef and corn / soybeans.

**Marie Durrer:** Commented that Greene County is requesting for Madison County's Board to direct the County's RSA members to proceed with Greene County's withdrawal from RSA. Ms. Durrer advised of the following:

- Orange County's Board of Supervisors had voted to adopt a resolution to support the withdrawal Greene County from RSA and expressed its support for the process to move forward
- Madison County's Board of Supervisors had voted to adopt a resolution to support the withdrawal of Greene County from RSA

- Both Orange and Madison had approved and signed a memorandum of agreement regarding Board representation for RSA in the future
- The RSA Board of Members have thus far not taken action to move the process of Greene's withdrawal forward or to hold RSA staff accountable for not moving forward with the withdrawal process
- Ms. Durrer asked the Board to treat Greene County as they would like to be treated regarding Greene's request for withdrawal from RSA

**Dale Herring:** Stated that Greene and Madison are neighbors and that Greene wants to keep a good working relationship with Madison County. Mr. Herring advised of the following:

- Said that the RSA lawyer had told the judge in January that RSA would never enter into another contract with Greene County to allow them to approve anything
- Said Greene would be out of RSA if not for RSA blockading their withdrawal through unreasonable demands
- Said that Greene County believes a withdrawal could be completed by the end of the fiscal year if the parties cooperate
- Stated that RSA's suggestion that Greene County pay again for water and sewer infrastructure was unfair and unrealistic
- Stated that RSA's accountants total of debt for Greene is \$154,000
- Stated that RSA owes Greene \$2 million for its bad decisions

**A copy of the comments from the two Greene County Representatives is available at the end of these minutes.**

With no further public comment being brought forth, the public comment opportunity was closed.

#### **CONSENT AGENDA**

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4. Approve: Minutes from 02/02/22
5. Approve: Minutes from 02/08/22
6. Approve: Minutes from 02/10/22
7. Supplemental Appropriation: Schools (\$359,522)
8. Supplemental Appropriation: Registrar (\$21,400)

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **SPECIAL APPEARANCES**

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#### **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

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#### **OLD BUSINESS**

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9. Redistricting — Registrar

Lauren Eanes, Registrar, was present and advised the Board of following in relation to the redistricting process:

- Congressional District: Changed from 5<sup>th</sup> to 7<sup>th</sup>
  - House of Delegates District: Changed from 30<sup>th</sup> to 62<sup>nd</sup>
  - Senate District: Changed from 24<sup>th</sup> to 28<sup>th</sup>
  - Stated that it was her job to notify registered voters of these changes and make the changes in the system
  - Stated that she needed the Board to advise her of any changes they wish to make before she begins the next steps
- *Supervisor Yowell: Stated that he had looked at the lines on GIS and that everything looked reasonable.*

Mrs. Eanes responded that now was not the only time that a change could be made; if the Board chooses to change things later, they could.

- *Supervisor Yowell: Asked if the Board needed to include their own precinct lines.*

Mrs. Eanes responded that the registrar already had that information and that the changes she would need to make in the system would be minor.

Supervisor Yowell made a motion to approve the statewide redistricting plan with the change from what has been presented tonight from Congressional District 10 to 7 with no changes to the precinct lines within Madison, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

**A copy of Mrs. Eanes' updated letter reflecting the changes to the County's Congressional Districts has been included at the end of these minutes.**

#### 10. Town of Madison — UDA Update

The County Attorney advised the Board of the town's request for the County to modify the Comprehensive Plan earlier than the County had originally planned for with regards to the Town's UDA request. The County made the request that the Town cover the cost of advertising for the changes to the Comprehensive Plan and has not heard back as of yet.

- *Supervisor Yowell: Asked if there was urgency now rather than two months ago.*

The County Attorney responded that he had immediately sent the letter after the meeting where it was discussed and he has not been contacted about the request since it was originally mailed.

- *Chairman Jackson: Advised that it looked like the Comprehensive Plan update by the Planning Commission looked to be scheduled to begin sometime in September or October.*

#### 11. Madison County Volunteer Fire Department Fund Request — Tabled

#### 12. Emergency Ordinance #2022-1 — Greg Cave

Greg Cave was present and advised the Board of the following:

- Stated that he felt that they had removed all of the cats within the colony at the address
- Trapped all of the cats within 48 hours and continued trapping six days after; no other cats were caught
- Neighbors near the address stated that they had seen no other cats
- Upon starting trapping, there were a few instances of animals reportedly acting unusually; no more calls have been received since
- Said there are plans to continue checking up on the cats quarantined to make sure none of them show signs of rabies
- Spoke to Emily Bourdon and Dr. Gravatt about possibly lifting the emergency ordinance; they preferred to wait until the ordinance expires or until other cats or animals show symptoms of being infected

## NEW BUSINESS

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### 13. Rabies Clinic — Greg Cave

Following his update on the Emergency Ordinance, Greg Cave also advised the Board of the following:

- He has been in contact with Dr. Pfaff of the Madison Companion Animal Hospital about hosting a rabies clinic to allow animals to be vaccinated at a low cost
- Will functionally be similar to a drive-through
- Possible cost associated with having Dr. Pfaff host the event
- Currently suggested date for the clinic is Saturday, April 2<sup>nd</sup>

➤ *Chairman Jackson: Asked how much Mr. Cave thought the clinic would cost.*

Mr. Cave responded that he estimated it to be around \$250.

➤ *Chairman Jackson: Asked if this would be a good use of the Toppings Fund money.*

Mr. Cave responded that it would be.

The County Administrator asked if the process would be for the Committee to meet and make a recommendation to the Board before they act on it.

➤ *Chairman Jackson: Asked the County Attorney if it would be acceptable for the Board to act without the Committee needing to meet.*

The County Attorney responded that he did not have a problem with the Board giving Mr. Cave the go-ahead on the clinic without having the Toppings Fund make a recommendation first.

➤ *Supervisor Yowell: Asked if the clinic would be for both cats and dogs.*

Mr. Cave responded that it would.

Supervisor Yowell made a motion to approve the rabies clinic sometime in the future with details to be worked out by Greg Cave, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 14. Town Historic District

The County Administrator advised the Board of the Town of Madison's work on the Town Historic District ordinance.

- *Chairman Jackson: Stated that he did not see anything earthshattering in the proposed ordinance.*
- *Supervisor Yowell: Stated that, if there were fees involved down the road, then the County should be exempt from those fees. Also stated that the Town is expanding the Historic District Commission by three members; suggested that the County have one of the new members be a Planning Commission member from the County.*
- *Supervisor Hoffman: Commented that she was not in favor of ordinances that would restrict private property rights such as what color to paint your house, what kind of window could be placed, etc.*
- *Supervisor Dawson: Said he was not in favor of the ordinance and stated that individuals would have to apply for a certificate of appropriateness within the confines of the historic district. Said the proposal said that you both could and could not do repairs without a certificate of appropriateness and needed clarification.*
- *Supervisor Jewett: Stated that he was philosophically opposed to any historic districts or designations because they would usurp private property rights and possibly cost taxpayers more money paying for restricted renovations.*

Supervisor Dawson made a motion to request that the Town of Madison not move forward with the Historic District update, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 15. Accessory Dwelling Units

- *Supervisor Yowell: Advised the Board that he had been contacted by two individuals in the past three weeks who wish to build small structures on their property to house family members. Asked if the Board would like to pass the issue over to the Planning Commission for further vetting.*
- *Chairman Jackson: Asked if the following was correct under the proposal:*
  - *3 acres to 5.9 acres in an A1 zoned area would require a SUP*
  - *10 acres to 19.9 acres for a C1 zoned area would require an SUP*
  - *Anything above the acreages listed would be by-right*

- *Supervisor Yowell: Responded in the affirmative.*

The County Attorney advised the Board of the following:

- Banks do not know what to do with Accessory Dwelling Units as they have a difficult time having appraisers put a value on accessory dwellings; those involved may have an issue financing such matters due to the difficulties associated with appraising.
- *Supervisor Yowell: Said it would be incumbent upon the Board to advise owners that they would not be able to divide the property and sell the ADU fee simple.*

The County Attorney agreed.

- *Chairman Jackson: Stated that he did not see why the financing aspect would be difficult.*

The County Attorney explained that there are differential values in place when a home is connected to another lot rather than having its own.

- *Supervisor Yowell: Asked if there were any insurance issues involved.*

The County Attorney responded in the negative.

Supervisor Jewett: Said he thought it was something they should look at due to land affordability issues. Stated that he thought flexibility with limited acreage would be helpful, but would also need to be controlled.

- *Supervisor Dawson: Stated that he agreed with Supervisor Jewett and thought it would be a great way to serve the community.*
- *Supervisor Hoffman: Stated that she was in favor of having the Planning Commission look at the issue.*

Supervisor Yowell made a motion to task the Planning Commission with looking into the Accessory Dwelling Units ordinance, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 16. Madison County Zoning Ordinance 4-8 Private Roads

Advised the Board that he has provided the Board with the documentation that he will be presenting to the Planning Commission at their next meeting. Stated that there was a concern with expanding the number of people on bad roads. Advised the Board that he provided them with documentation of how other Counties and areas had dealt with the issue.

- *Supervisor Yowell: Advised the Board that, per the Planning Commission's meeting, he understood that they would be looking at things such as the length of the driveway, perhaps an exemption for a family division, existence of a road maintenance agreement, density, safety, common sense exception, creation of a homeowner's association, etc.*

## INFORMATION & CORRESPONDENCE

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### 17. Solar Application — County Planner

The County Administrator advised that the applicant has withdrawn their application and may come back when they are ready to apply again.

### 18. RFP for Engineering Services — County Administrator

The County Administrator advised that an RFP for Engineering Services went live on February 15<sup>th</sup> and will close on March 17<sup>th</sup>.

- *Chairman Jackson: Asked if the process would be that the candidates be narrowed down to pre-qualified engineering firms.*

The County Administrator responded in the affirmative and said that, traditionally, there would be a scoring matrix to narrow it down before bringing people in and then bring the selection committee's choices to the Board.

### 19. VDOT Updates — County Administrator

The County Administrator advised of the following:

- VDOT has worked on Turner Drive
- Also worked in the Whippoorwill area
- Has not received confirmation of any work having been done on Garr Road
- VDOT should come before the Board sometime in the Spring to update them on the Six-Year secondary road plan; the presentation and public hearing will be on separate days

### 20. Tour de Madison

The County Administrator advised of the Tour de Madison event to take place on Saturday, May 21<sup>st</sup>.

## PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Joe May:** Asked the Board to answer his previous questions about inflation.

- *Supervisor Jewett: Stated that inflation was in the forefront of his mind during the budget process. Advised that the school's budget concerned him due to external funding covering ~10%. If that external funding disappears down the road, the County might have to raise taxes to cover the loss. Stated that many departments are either flat or have decreased their request for FY23. In regards to Mr. May's questions about his farm, Supervisor Jewett replied that costs have increased with fertilizer going up ~100% in the last 12 months with fuel prices going up ~90%.*

Mr. May asked a follow-up regarding where the fertilizer is made.

- *Supervisor Jewett responded with the following:*
  - *Phosphorous imported from China*
  - *Potash imported from Canada*
- *Supervisor Jewett concluded by saying that higher fuel costs for the transportation of goods is causing upward pressure on everything.*

Nick McDowell: Asked the Board to give some thought to placing traffic circles at Hoover Road and on Route 29 by McDonalds. He later clarified to Fishback Road rather than Hoover Road.

- *Supervisor Hoffman: Stated that Greene County had looked at placing a traffic circle in Ruckersville and stopped because there was too much traffic on Route 29 for a traffic circle.*

Bruce Livingston advised of the following online public comments:

**Kevin McHaney:** Stated that the handouts for what makes a quality road from the County Attorney's earlier statements were not included in the packet and asked how he might receive a copy of those documents.

The County Administrator asked Mr. Livingston to have Mr. McHaney or any other individuals who want a copy email him to be provided with a copy.

With no further public comments being brought forth, the public comment opportunity was closed.

## **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(3) for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Section 2.2-3711(A)(3) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

**As a result of Closed Session, the Board took the following actions:**



Supervisor Yowell made a motion to have the County Administrator advertise for a public hearing for the purpose of disposal of 302 Thrift Road Administration Complex, seconded by Supervisor Dawson. The public hearing will be held on 03/22/22 at 7:00PM.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **ADJOURN**

With there being no further business to conduct, Supervisor Hoffman made a motion to recess the meeting until 2:00PM on February 24<sup>th</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: March 8, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, February 22, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 02/02/22
2. Approve: Minutes from 02/08/22
3. Approve: Minutes from 02/10/22
4. Supplemental Appropriation: Schools (\$359,522)
5. Supplemental Appropriation: Registrar (\$21,400)

**Special Appearances**

**Old Business**

6. Redistricting — Registrar
7. Town of Madison — UDA Update
8. Madison County Volunteer Fire Department Fund Request — Tabled
9. Emergency Ordinance #2022-1 — Greg Cave

**New Business**

10. Rabies Clinic — Greg Cave
11. Town Historic District
12. Accessory Dwelling Units
13. Madison County Zoning Ordinance 4-8 Private Roads

**Information/Correspondence**

14. Solar Application — County Planner
15. RFP for Engineering Services — County Administrator
16. VDOT Updates — County Administrator
17. Tour de Madison

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

*“I move that this meeting be recessed until 2:00 PM on February 24<sup>th</sup>, 2022 in the Administration Building Auditorium at 414 N. Main Street for FY23 Budget Work session #3.”*

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 2:00PM — Tuesday, January 25<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #10 — February 24th

At a Budget Workshop (#3) of the Board of Supervisors on Thursday, February 24<sup>th</sup> at 2:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Sean Gregg, County Attorney  
Jonathon Weakley, County Administrator  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Hoffman. *Aye: Yowell, Hoffman, Dawson, Jewett. Absent: Jackson. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### FY23 BUDGET WORKSHOP

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The Board participated in a budget workshop that involved hearing from a series of 5 Outside Agencies and 9 County Departments.

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### CLOSED SESSION

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**ADJOURN**

With there being no further business to conduct, Supervisor Yowell made a motion to recess the meeting until 7:00PM on March 2<sup>nd</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

\_\_\_\_\_  
R. Clay Jackson, Chairman  
Madison County Board of Supervisors

\_\_\_\_\_  
Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: March 8, 2022

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**Madison County Board of Supervisors  
FY23 Budget Workshop Meeting #3  
Thursday, February 24, 2022 at 2:00 PM  
Administration Building Auditorium  
414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**FY23 Budget Workshop**

**1. Presentation of FY22 Budget Requests (Outside Agencies & Departments)**

<b>Time</b>	<b>Department</b>	<b>Dept. #</b>	<b>Presenter</b>
2:05PM	Skyline CAP	81900	Simon Fiscus
2:15PM	Virginia Career Works — Piedmont	81800	Sarah Morton
2:25PM	Virginia Regional Transit	81601	Phil Thompson
2:35PM	Rappahannock Rapidan Regional Commission	81600	Patrick Mauney
2:45PM	Information Technology & Data Processing	12510	Bruce Livingston
2:55PM	Animal Shelter	35102	Greg Cave
3:05PM	Animal Control	35103	Greg Cave
3:15PM	Tourism & Economic Development	81110	Tracey Gardner
3:25PM	Sheriff	31200	Erik Weaver
3:35PM	Clerk of the Circuit Court	21700	Leeta Louk
3:45PM	Finance	12420	Michele Thacker
3:55PM	County Administrator	12110	Jonathon Weakley
4:05PM	Board of Supervisors	11100	Jonathon Weakley
4:15PM	County Attorney	12210	Jonathon Weakley

**Public Comment**

**Continue Meeting**

*“I move that this meeting be recessed until 7:00PM on March 2<sup>nd</sup>, 2022, in the Administration Building Auditorium.”*

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 2:00PM — Thursday, March 3<sup>rd</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #11 — March 3rd

At a budget workshop (#4) of the Board of Supervisors on Thursday, March 3<sup>rd</sup> at 2:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Yowell. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment.

With no public comment being brought forth, the public comment opportunity was closed.

### FY23 BUDGET WORKSHOP

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1. Discussion: Schools, Revenues, Outside Agencies, & New Positions

The Board participated in a budget workshop involving a presentation of the school's budget request, a review of requests made by various outside agencies, and suggestions for new positions to be added to the County's employment roster.

The Board tentatively approved requests for the following outside agencies:

Name:	Funding Tentatively Agreed To:
Madison Combined Court	<i>As requested in packet.</i>

Madison Volunteer Fire Department	<i>As requested in packet (for both programs).</i>
Thomas Jefferson EMS Council	\$1000
Juvenile Detention	<i>As requested in packet.</i>
Jefferson Area Community Corrections	<i>As requested in packet.</i>
Services to Abused Families	<i>As requested in packet.</i>
Foothills Child Advocacy Center	<i>As requested in packet.</i>
Juvenile Probation	<i>* To Be Reviewed</i>
Regional Jail	<i>As requested in packet.</i>
Madison Health Department	<i>As requested in packet.</i>
Piedmont Regional Dental Clinic	\$0
RRCSB	<i>* To Be Reviewed</i>
Germanna Community College	\$5000
Parks & Recreation	<i>* To Be Reviewed</i>
Boys & Girls Club	\$1000
Senior Center	\$500
Madison County Fair	\$500
Madison Library	<i>As requested in packet.</i>
Central VA Economic Dev. Partnership	<i>As requested in packet.</i>
Foothills Housing	\$7000
Aging Together	<i>As requested in packet.</i>
Rappahannock Rapidan Planning District	<i>As requested in packet (for both programs).</i>
VA Regional Transit	\$7000
Piedmont Workforce Network	\$500
Skyline CAP	\$48502
Water Quality Management Program	<i>As requested in packet.</i>
Culpeper Soil & Water	\$31333
Forestry Service	\$5942
Northern VA 4-H	\$750
Extension & Cont'd Education	<i>As requested in packet.</i>
Legal Aid Works	\$0

The Board also discussed new positions and tentatively agreed to the following positions:

- Records Clerk (Sheriff)
- Information Technology Specialist (IT)
- EMS Division Chief (EMS)
- PRA Maintenance FT (PRA)

The Board recessed at 4:10PM for a short break and came back into session at 4:20PM.

#### **PUBLIC COMMENT**

Ms. Montgomery: Thanked the Board for how serious they take the budget process. Mentioned possibly having the PRA maintenance position helping with mowing for the County.

#### **ADJOURN**



With there being no further business to conduct, Supervisor Yowell made a motion to recess the meeting until 4:00PM on March 8<sup>th</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: March 22, 2022

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**Madison County Board of Supervisors  
FY23 Budget Workshop Meeting #4  
Thursday, March 3, 2022 at 2:00 PM  
Administration Building Auditorium  
414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**FY23 Budget Workshop**

1. Discussion: Schools, Revenues, Outside Agencies, & New Positions

**Public Comment**

**Continue Meeting**

*"I move that this meeting be recessed until 7:00PM on March 2<sup>nd</sup>, 2022, in the Administration Building Auditorium."*

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, March 8<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #12 — March 8th

At a regular meeting (#1) of the Board of Supervisors on Tuesday, March 8<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

The County Administrator advised the Board that their packet for the day contained an added attachment from Ms. Hoehn and Mr. Thornhill.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Yowell. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment.

With no public comment being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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- 21. Approve: Minutes from 02/17/22
- 22. Approve: Minutes from 02/22/22
- 23. Approve: Minutes from 02/24/22

Supervisor Hoffman made a motion to approve the consent agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## SPECIAL APPEARANCES

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### 24. Madison Day — Karen Coppage

Ms. Coppage was present and advised the Board of the upcoming Madison Day. They are looking to have around 14 projects and are currently in the planning stage. Asked the Board to waive the tipping and permit fees if there are any.

Supervisor Yowell made a motion to waive the tipping fees and any possible building permit fees for the Madison Day project, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

The County Administrator advised Ms. Coppage that the County could place a notice for Madison Day on the County's website.

Ms. Coppage informed the County Administrator that Madison Day had recently created their own website.

- *Supervisor Yowell: Asked Ms. Coppage if people could donate money to the project through their new website.*

Ms. Coppage responded that they could.

### 25. Updike: Transfer Station Fee Increases — Karl Thornhill

Karl Thornhill from Updike was present and advised the Board of the following:

- The tipping fee for disposal will be increasing (A 9% increase)
- The hauling / fuel fee will increase starting on the next bill (A 34% increase)

- *Supervisor Yowell: Asked Mr. Thornhill when the changes will take place.*

Mr. Thornhill replied that the tipping fee increase is for the month of April and the fuel increase will be shown on the next statement from the Transfer Station.

The County Administrator advised the Board that he had been working with Mr. Frazier, the County's Facilities and Maintenance Manager, to see how the County will be posting these changes at the landfill.

- *Supervisor Yowell: Asked Mr. Thornhill how the Board would know what the market-rates are for any increases using market-rate as a guideline.*

Mr. Thornhill responded that the verbiage in the contract about market-rates was placed there in case there was a desire to go back to single-stream versus that of source-separated; clarified that the recycling rate that Supervisor Yowell was referring to was not going to be increasing.

## CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

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**Sheriff:** Erik Weaver was present and advised the Board that everything was good with the Sheriff's Department.

**EMS:** Noah Hillstrom was present and advised the Board of the following:

- EMS is now fully-staffed
- 149 calls, 12 minutes average response time
- Volunteer recruitment ongoing
- Submitted grant that would help with capital

➤ *Chairman Jackson: Asked if EMS was still advertising.*

Mr. Hillstrom responded that they were still doing soft advertising.

**Emergency Management:** Gavin Helme was present and advised the Board of the following:

- Crisis training scheduled for March 29<sup>th</sup>
- LEPC invitation has gone out; scheduled for March 25<sup>th</sup>
- COVID-19 Emergency Action Plan is complete; to be presented at the LEPC meeting
- Received Emergency Management Preparedness Grant for \$7,500 to be used for the trailer discussed at a previous meeting

➤ *Chairman Jackson: Asked how much the trailer would cost.*

Mr. Helme advised that, with the outfitting sought, the trailer would cost around \$11,000.

**E-911:** Brian Gordon was present and advised the Board of the following:

- Next-Gen 911 Project nearing completion
- Hughes River Radio system on-going; on-going archaeological issues

➤ *Chairman Jackson: Asked Mr. Gordon when he expected construction to begin for the Hoover Ridge site.*

Mr. Gordon responded that he expected the second week of April at the latest, pending weather.

**IT:** Bruce Livingston was present and advised the Board of the following:

- He and Supervisor Jewett had toured the County's IT infrastructure recently
- Verizon coming to give a bid
- Continuing work on ERP and backups

**Finance:** Michele Thacker was present and advised the Board of the following:

- Still working on the budget
- Rolled out program for Amazon Business Prime with most department heads having signed up

**Economic Development & Tourism:** Tracey Gardner was present and advised the Board of the following:

- Still waiting for partner memo for VATI grant

- Next realtor roundtable meeting next week
- Poise & Polish going into building beside McDonalds
- Emmy Lous moving to where Mad Tack was
- Rocking Insurance also moving with Emmy Lou
- Orange-Madison Family Physicians open
- Social Media Training in April
- Attending Spring Conference
- Still have free websites available
- Website views jumped from 6,000 to 10,000

➤ *Supervisor Yowell: Asked what Brian did at the realtor roundtable.*

The County Administrator responded that Mr. Gordon was there to explain things such as 911 addresses for vacant lots to realtors.

➤ *Chairman Jackson: Asked if they were doing social media archiving like what they were doing with Parks & Rec.*

The County Administrator responded that they were still exploring options.

**Parks & Recreation:** Jerry Carpenter was present and advised the Board of the following:

- Summer camp registrations over with; 207 spots filled, 233 spots open
- Nerf wars next Saturday
- Record number for Spring sports
- Wine festival on April 23<sup>rd</sup>
- No Sheepdog Trials this year
- Tour de Madison May 21<sup>st</sup>
- Music in the Park on June 25<sup>th</sup>, July 23<sup>rd</sup>, and August 20<sup>th</sup>
- Hoover Ridge Park 20<sup>th</sup> Anniversary on July 31<sup>st</sup>
- Thanked Alan Berry for his work on the Conservation Grant for Hoover Ridge where Madison ranked second in the state

➤ *Chairman Jackson: Asked when the award of the grant was.*

Mr. Berry advised the Board that the grant had not officially been posted yet and that what had been submitted was a pre-proposal grant.

The County Administrator advised the Board of the RFP currently listed for Engineering Services that will close on March 17<sup>th</sup>; this process would need to be completed first to acquire and engineering estimation for the project.

## **OLD BUSINESS**

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### 26. Fire Department Funding Request

Mr. Gordon advised the Board that, due to the Fire Department having been very successful with donations, they were withdrawing their request of \$40,000 from the County.

## 27. Town UDA

The County Administrator advised the Board that the County Attorney had sent a letter requesting additional information from the Town Attorney and, as of the current meeting, had not yet received any correspondence back.

- *Chairman Jackson: Suggested that the Planning Commission go ahead and start looking into the matter without needing to wait for the Town to respond.*

The County Attorney advised that he had reached out to colleagues across the State and came to the conclusion that things may not be as simple as simply passing an ordinance.

The County Administrator advised that he would speak with the Chairman of the Planning Commission about taking up the UDA matter and doing some preliminary work on its addition into the County's Comprehensive Plan.

- *Supervisor Yowell: Commented that they would need to hear from the Town Attorney regarding what kind of time-frame the project is looking at.*

## NEW BUSINESS

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### 28. IDA Appointment — Pete Elliott

The County Administrator advised the Board of Mr. Elliott's application to fill the spot on the IDA following Mr. Graves' resignation.

Supervisor Hoffman made a motion to approve Pete Elliott's appointment to the IDA Board, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### 29. Darryl Whidby — Leathers Lane Maintenance Request

The County Administrator advised the Board of the maintenance requests by Mr. Whidby:

- Request 1: To lay sod up to the sides of the road with the cost to be incurred by the Whidby family; the start date would be 3-4 days after the approval
- Request 2: To place grade 57 stone gravel; time-frame would be around two weeks depending on weather and work schedule with the equipment being a York Rake and Yanmar Tractor. A local contractor would be hauling and spreading the gravel.

The County Administrator advised that pretty much all of the responses were not in favor of the proposal.

- *Chairman Jackson: Recommended that the Board not approve anything. Stated that options such as abandoning the road or bringing it up to VDOT standards has been brought to the Board's attention.*

The County Attorney advised the Board of the mechanism that may be used to bring the road up to VDOT standards. The windshield estimate for the update was around \$10,000,000-\$20,000,000. A special tax district could be utilized on the properties that adjoin / use the road to be put towards the project. The other option would be to abandon the road; this would allow neighbors to own up to the center-line of the road, but they would still be bound by the subdivision declaration made in 1971. The neighbors could also consider creating a homeowner's association.

- *Chairman Jackson: Commented on the issues between neighbors; asked the County Attorney what direction the neighbors could take civilly.*

The County Attorney responded that it would be determined whether or not it was a criminal or civil matter; each would go to a different court.

- *Supervisor Yowell: Asked if a road maintenance agreement would be an option for dealing with the road.*

The County Attorney responded that it would require unanimity and would most likely be part of a HOA if one were to be established.

Supervisor Hoffman made a motion to deny any requests of road improvement at this time, seconded by Supervisor Yowell. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

Charlotte Lenhoff: Stated that there was a maintenance plan; the Position Paper. Stated that everyone liked the Position Paper and that it works aside from 1 family.

Sherry Kirby: Agreed that the Position Paper worked and that it was a good thing; the only problem was that it was not followed by 1 person and that there were no consequences when it is not followed.

Charlotte Lenhoff: Agreed that there didn't seem to be any consequences when the Position Paper is not followed. Said that the problems continue due to a lack of punishment for offending parties.

Jessica Whidby: Said the road used to be quiet and that the County has documentation of when the problems started coming up and who they started coming up with. Stated that there were no complaints about her father before the road was ever brought before the County.

Darryl Whidby: Advised the Board of various complaints including trespassing and attempting to narrow their portion of the road. Asked if he would be allowed to lay down sod.

- *Chairman Jackson: Replied in the negative.*



Brian Lenhoff: Stated that it was frustrating that they had to go through this; advised that no one had trespassed on the Lot 20; the front of Lot 20 is part of the right-of-way. Stated that Mr. Whidby has not maintained the road by himself; others had participated before him.

Robin Hoehn: Proposed a more durable road surface; advised that the Lenhoffs and Kirbys had placed crush-and-run on their section of the previously and it has held up well. Would like to finish the rest of the road with crush-and-run or another durable surface.

Charlotte Lenhoff: Advised that the Whidby's property was behind the fence as seen in the picture included with the meeting packet; everything else up to the road was the right-of-way and belonged to the County. Stated that the sod is still sitting on County property. Also stated that the area that looks like dirt has gravel underneath and is part of the road. Asked the Board to follow through on the cease-and-desist and have Mr. Whidby remove the sod.

Jessica Whidby: Stated that they have photos of the road from 20 years ago and that the road is still in the same place it has always been. Also stated that the entire loop is County property and grass has been planted in the roadway, rocks have been laid in the road, and a fallen tree is blocking accessibility on a part of the road.

Charlotte Lenhoff: Stated that, according to GIS, the part of the road recently referred to is listed as a driveway instead of part of the road; similarly, the back area is not part of the road but is still the County's property.

- *Chairman Jackson: Asked the County Attorney if the area in question is still the County's property.*

The County Attorney responded that the land was indeed the County's property.

Charlotte Lenhoff: Stated that the tree had fallen due to an act of God and that the area is not meant for driving and is a walking area.

Darryl Whidby: Stated that he had gotten together with the original residents and had maintained the road as a single-lane road.

Chairman Jackson: Reiterated the refusal of the Board to support any maintenance requests at the moment and stated that, if the tree has fallen on County property, then people are free to walk around or under it as they please. Stated that the Board expected people to comply with their cease-and-desist letters. Said that he saw no reason to spend County funds on the road.

The County Attorney briefed the Board on consequences for not following the cease-and-desist letters sent by the Board. An ordinance could be passed with a fine schedule for incidents.

- *Supervisor Hoffman: Asked what the consequences are for not following the cease-and-desist letters.*

The County Attorney responded that, currently, there is no ordinance laying out a fine schedule.

The County Administrator advised that the most recent version of the County's position paper revoked any prior renditions.

## **INFORMATION & CORRESPONDENCE**

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### **30. Parking Issue with SNP**

The County Administrator advised the Board that the Supervisor of the Park had reached out to him involving a letter received from several residents along Weakley Hollow. Stated that he will be working with a particular family that has some property to help with parking.

- *Supervisor Yowell: Commented that the issues of Berry Hollow are exacerbated by the current experiment of charging people to go up Old Rag.*

### **31. Town Parking Ordinance Request**

The County Administrator advised of a public hearing scheduled for 7:00PM on March 22<sup>nd</sup>. Also advised of VDOT being scheduled on March 22<sup>nd</sup> to present the Secondary Six-Year Road Plan.

- *Chairman Jackson: Asked about the time-frame for the Road Plan.*

The County Administrator advised that the time-frame would be dependent on the Board with VDOT's suggestion being a public hearing on April 26<sup>th</sup>.

- *Chairman Jackson: Advised of a few other roads and the town of Madison that have been asked to be added to the Road Plan.*

## **PUBLIC COMMENT**

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Joe May: Asked when VDOT was going to be coming to the County.

The County Administrator replied that she would be coming on March 22<sup>nd</sup>.

## **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(1) for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and
- 2.2-3711(A)(3) for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract; and

- 2.2-3711(A)(7) for consideration with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation  
Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1), 2.2-3711(A)(3), and 2.2-3711(A)(7) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.  
*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### ADJOURN

With there being no further business to conduct, Supervisor Yowell made a motion to recess the meeting until 2:00PM on March 10<sup>th</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: March 22, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, March 8, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 02/17/22
2. Approve: Minutes from 02/22/22
3. Approve: Minutes from 02/24/22

**Special Appearances**

4. Madison Day — Karen Coppage
5. Uptide: Transfer Station Fee Increases — Karl Thornhill

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

6. Fire Department Funding Request
7. Town UDA

**New Business**

8. IDA Appointment — Pete Elliott
9. Darryl Whidby — Leathers Lane Maintenance Request

**Information/Correspondence**

10. Parking Issue with SNP
11. Town Parking Ordinance Request

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 2:00PM — Thursday, March 10<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #13 — March 10th

At a budget workshop (#5) of the Board of Supervisors on Thursday, March 10<sup>th</sup> at 2:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment.

With no public comment being brought forth, the public comment opportunity was closed.

### FY23 BUDGET WORKSHOP

---

#### 2. Discussion: Schools, Revenues, Outside Agencies, & New Positions

The Board participated in a budget workshop involving a discussion of the Administrative Draft of the FY23 budget which also included an overview on the following:

- Healthcare
- COLA
- New Positions
- Capital

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment.

With no public comment being brought forth, the public comment opportunity was closed.

**ADJOURN**

With there being no further business to conduct, Supervisor Yowell made a motion to recess the meeting until 2:00PM on March 17<sup>th</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: March 22, 2022

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**Madison County Board of Supervisors  
FY23 Budget Workshop Meeting #5  
Thursday, March 10, 2022 at 2:00 PM  
Administration Building Auditorium  
414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**FY23 Budget Workshop**

1. Administrative Draft of FY23 Budget
  - a. Healthcare
  - b. COLA
  - c. New Positions
  - d. Capital

**Public Comment**

**Continue Meeting**

*"I move that this meeting be recessed until 2:00PM on March 17<sup>th</sup>, 2022, in the Administration Building Auditorium."*

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 2:00PM — Thursday, March 17<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #14 — March 17th

At a budget workshop (#6) of the Board of Supervisors on Thursday, March 10<sup>th</sup> at 2:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Jewett. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment.

With no public comment being brought forth, the public comment opportunity was closed.

### FY23 BUDGET WORKSHOP

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#### 1. FY23 Proposed Budget

The County Administrator advised the Board of the proposed FY23 budget. This presentation included an overall Synopsis of the budget proper, the suggested funding amounts for Outside Agencies, the Operations Budget, the Capital and One-Time Spending Budget, and the proposed changes to Personnel.

The County Administrator also advised the Board on the plans to complete the FY23 budget process, namely:

- Adopting the official budget on April 12
- Appropriating the budget on the first meeting in June

### PUBLIC COMMENT

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**Kim Smith:** Asked who she should call to find out the result of the County Administrator’s conversations with Germanna and who they call to find out the status of the distribution of the old rescue squad’s assets.

The County Administrator responded that he would send any correspondence from Germanna to those asking directly by email and that, for the rescue squad’s assets, the best people to talk to would either be Steve Grayson or Wayne Jones.

**Jim Smith:** Thanked the Board for their work on the budget and thought that the discussion tonight was right on the line. Asked if he would need to pull out each individual find to find out how dependent they are on federal funds. Asked the Board to remind Germanna that dollars are fungible. Asked if he could receive an excel file for manipulating elements of the budget.

With no public comment being brought forth, the public comment opportunity was closed.

**ADJOURN**

With there being no further business to conduct, Supervisor Yowell made a motion to recess the meeting until 6:00PM on March 22<sup>nd</sup>, 2022, in the Administration Building Auditorium, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

\_\_\_\_\_  
R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: April 12, 2022

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**Madison County Board of Supervisors  
FY23 Budget Workshop Meeting #6  
Thursday, March 17, 2022 at 2:00 PM  
Administration Building Auditorium  
414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**FY23 Budget Workshop**

1. FY23 Proposed Budget

**Public Comment**

**Continue Meeting**

*"I move that this meeting be recessed until 6:00PM on March 22<sup>nd</sup>, 2022, in the Administration Building Auditorium."*

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, March 22<sup>nd</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #15 — March 22<sup>nd</sup>

At a regular meeting (#2) of the Board of Supervisors on Tuesday, March 22<sup>nd</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member *Absent*  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Yowell made a motion to add the following to today's agenda:

***13. Sale of 302 Thrift Road***

Seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson. Nay: (0) Absent: Jewett.***

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson. Nay: (0) Absent: Jewett.***

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Joe May:** Stated that he was happy to see VDOT present at the meeting and that he appreciated whatever they would do help his road.

**Doug Farmer:** Stated that he has always appreciated what VDOT has done for the County. He described the washout situation at the entrance to his ministry.

**Danny Weakley:** Described the situation on Whippoorwill Road including issues with erosion; said he would appreciate any help for fixing the road.

**Ann Farmer:** Echoed the sentiment that the road needed to be fixed and paved; described issues with mud and potholes.

With no further public comment being brought forth, the public comment opportunity was closed.

## CONSENT AGENDA

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1. Approve: Minutes from 03/03/22
2. Approve: Minutes from 03/08/22
3. Approve: Minutes from 03/10/22

Supervisor Hoffman made a motion to approve the consent agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson. Nay: (0) Absent: Jewett.***

## SPECIAL APPEARANCES

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4. CHA: Closed Landfill Contracted Services — Sandy Warner

Sandy Warner was present and updated the Board on the requirements for the closed landfill and transfer station.

- *Supervisor Yowell: Asked Ms. Warner about expectations on exceedances with monitoring the wells of the transfer station*

Ms. Warner stated that, historically, the County has had levels in the groundwater that exceeded land action. Once a cap was put in place, everything was pushed back into compliance and has remained as such.

- *Supervisor Yowell: Asked about the financial assurance for closing the facility when required.*

Ms. Warner responded that the financial assurance would be for the post-closure care period for both the landfill and transfer station.

## OLD BUSINESS

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5. Town UDA

The County Administrator informed the Board of the Town of Madison's request to modify the County's Comprehensive Plan to include a UDA designation for the Town and other areas may fit the designation.

6. Town Parking Ordinance

The County Administrator informed the Board of a motion made by the Town Council to request that the Board consider enacting a parking ordinance to match the one they have in place.

The County Attorney gave a summation of the issue and that the Town is having issues with enforcement of violations. He explained the Town's belief that the parallel ordinance by the Board would allow the Sheriff to enact enforcement against violators of the ordinance.

Supervisor Hoffman made a motion to remove the Town Parking Ordinance from the Old Business portion of the Agenda, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson. Nay: (0) Absent: Jewett.***

## **NEW BUSINESS**

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### **7. VDOT: Six-Year Secondary Road Plan — Carrie Shephard**

Carrie Shephard was present and gave the Board a quarterly update on VDOT's projects in the County.

- *Supervisor Yowell: Asked Ms. Shephard if people should call her office in regards to debris in the road.*

Ms. Shephard replied in the affirmative and that priority would be granted by severity.

Ms. Shephard then spoke to the Board about the updated Secondary Six-Year Road Plan.

- *Chairman Jackson: Asked if the Board could redistribute funding from one road project to another in order to accelerate the receiving project.*

Ms. Shephard replied that, based on figures in question, the amount redistributed would probably not be enough to accelerate the other project. She did state that the Board could accelerate a cheaper project such as Emmett Road, but probably not Whippoorwill.

- *Supervisor Yowell: Asked if the way things worked is that a project had to be fully funded before VDOT would begin work.*

Ms. Shephard replied in the affirmative.

The County Administrator asked Ms. Shephard to qualify the criteria used for roads being updated in the plan.

Ms. Shephard replied that roads in question would need minimal changes to the grade, drainage, and not have any severe vertical or horizontal alignment problems. 16ft is the minimum, with 18ft being preferable. Trips per day must have at least 50 vehicles per day with a maximum of 1500. The road must also remain rural and not have expected major traffic flow or development.

- *Supervisor Dawson: Asked if VDOT was doing tar-and-chip or actual pavement.*

Ms. Shephard replied that they have been working on a pilot with asphalt, but that she would leave it up to the Board to decide. She also explained that she believed all of the estimates currently presented were taken using asphalt as the base.

Supervisor Yowell made a motion to hold a public hearing on the Six-Year Secondary Road Plan scheduled for the 26<sup>th</sup> of April at 6:00PM, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson. Nay: (0) Absent: Jewett.***

The Board asked to have Ms. Shephard gather data on Turner Drive and come back with a recommendation on whether it should be added to the plan.

***Supervisor Jewett arrived around 6:45PM.***

**Joe May:** Described the situation on his road and said that VDOT needed to clean out the ditches.

**Danny Weakley:** Described the washout issue with the gravel on his road. Suggested that the Northern Virginia people using the road help pay for the maintenance.

**Doug Farmer:** Also described the issues on his road and stated that he had drove on both Desert and Whippoorwill roads and that the latter was the one in need of upkeep.

The County Administrator advised residents that the Six-Year Secondary Road Plan is for hard-surfacing roads and does not preclude regular maintenance of roads. The issues with gravel could be addressed by VDOT as maintenance issues sooner rather than waiting for surfacing with the Plan.

**Leri Thomas:** Inquired about the roundabout at Shelby and if people were still asking about it.

- *Chairman Jackson: Advised that a roundabout had not been discussed for Shelby; rather, a J-cut had been talked about.*

***Supervisor Yowell left the meeting around 7:10PM.***

8. Smart Scale Resolution of Support — Jonathon Weakley  
Supervisor Hoffman made a motion to approve Resolution #2022-2, seconded by Supervisor Dawson. ***Aye: Jackson, Jewett, Hoffman, Dawson. Nay: (0) Absent: Yowell.***

9. FY23 County Administrator Proposed Budget — Jonathon Weakley  
The County Administrator advised the Board of the current status of the FY23 Budget in preparation for the proposed upcoming Public Hearing on April 6<sup>th</sup>.

**Leri Thomas:** Thanked the Board for their professionalism in the budget process and said the budget was very competent.

10. Fireworks Display Request — Rapidan Baptist Camp  
Supervisor Hoffman made a motion to approve the Fireworks Display Request for Rapidan Baptist Church, seconded by Supervisor Dawson.

*Aye: Jackson, Jewett, Hoffman, Dawson. Nay: (0) Absent: Yowell.*

## **PUBLIC HEARING**

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11. Disposition of Surplus Property — Thrift Road  
The County Administrator advised the Board of the disposition proposal of 302 Thrift Road.

**Eleanor Montgomery:** Stated that she thought it was a good idea to sell the property.

- *Supervisor Jewett: Commented that the Board looked to be selling the parcel for a discount of around \$316,000; stated that Rappahannock Rapidan Community Services was going to come in and provide services like suicide prevention and drug treatment to Madison which has lacked these services. Stated that it was a golden opportunity for the County.*

## **INFORMATION & CORRESPONDENCE**

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12. Rabies Clinic — April 2<sup>nd</sup> at Firehouse  
The County Administrator advised of a rabies vaccination clinic on April 2<sup>nd</sup> at the Madison County Volunteer Firefighters Firehall.

- *Chairman Jackson: Thanked Wind & Weather for their generous donation to the Animal Shelter.*

The County Administrator advised that he will be penning a letter for the Chairman to sign formally thanking Wind and Weather for their support.

### ***13. Sale of 302 Thrift Road***

The County Attorney advised that the County had been approached by RRCSB regarding the property and that the facility, with the proposed improvements planned by RRCSB, would provide many benefits to the County if the Board seeks to approve the proposal. They offered \$250,000 for the property and have offered to improve the building substantially.

**Clarissa Berry:** Stated that she was fully in support of the purchase and that this will provide real services to the residents of Madison County.

Supervisor Hoffman made a motion to approve Resolution #2022-3, seconded by Supervisor Dawson. *Aye: Jackson, Jewett, Hoffman, Dawson. Nay: (0) Absent: Yowell.*

## **PUBLIC COMMENT**

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## **CLOSED SESSION**

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**ADJOURN**

---

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson.

*Aye: Jackson, Jewett, Hoffman, Dawson. Nay: (0) Absent: Yowell.*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: April 12, 2022  
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**Agenda**  
**Board of Supervisors**  
**Tuesday, March 22, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 03/03/22
2. Approve: Minutes from 03/08/22
3. Approve: Minutes from 03/10/22

**Special Appearances**

4. CHA: Closed Landfill Contracted Services — Sandy Warner

**Old Business**

5. Town UDA
6. Town Parking Ordinance

**New Business**

7. VDOT: Six-Year Secondary Road Plan — Carrie Shephard
8. Smart Scale Resolution of Support — Jonathon Weakley
9. FY23 County Administrator Proposed Budget — Jonathon Weakley
10. Fireworks Display Request — Rapidan Baptist Camp

**Public Hearing**

11. Disposition of Surplus Property — Thrift Road

**Information/Correspondence**

12. Rabies Clinic — April 2<sup>nd</sup> at Firehouse
13. Sale of 302 Thrift Road

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Wednesday, April 6<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #16 — April 6th

At a joint meeting of the Board of Supervisors and the Planning Commission on Wednesday, April 6<sup>th</sup> at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment.

### PUBLIC HEARING

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1. **Case No. SU-04-22-12:** Mr. Shawn Woodfolk has applied for a special use permit to operate a commercial slaughterhouse on an A1 (agriculture) zoned parcel. In the A1 zoning district, a commercial slaughterhouse requires a special use permit. The subject property contains an existing farm exempt agricultural structure utilized seasonally to process wild game. If approved, a new structure/addition would be constructed to process livestock. The applicant estimates processing would be limited to thirty (30) to fifty (50) animals monthly. If approved, the facility would be required to adhere to all state and federal regulations. The 21.2-acre parcel does not contain a postal address but is located on Thrift Road (Rt. 657). The parcel is identified on Madison County's Tax Maps as 47-3B.

The County Planner advised the Board that it was up to them if they wanted to make the application unlimited and whether or not it would run with Mr. Woodfolk, but that he believed the conditions currently before the Board to be sufficient and that they would have the ability to look at entrances later on if the need arises.

The County Administrator advised that he believed the numbers listed for the project to be fair and realistic.

- *Supervisor Jewett: Stated that he was embarrassed by the whole process around the application and apologized to Mr. Woodfolk. Asked Mr. Jarvis if DEQ will be involved with the project as well.*

Mr. Jarvis replied that the Health Department would probably be working with DEQ on the wastewater management systems.

- *Supervisor Jewett: Asked if the capacity numbers for the project were in line with the capacity specifications for all of the other agencies.*

Mr. Jarvis responded that the capacity numbers came from him as he was the one who did the feasibility study for the project.

- *Supervisor Jewett: Asked if the wastewater system was the limit on how much could be processed by the facility.*

Mr. Jarvis responded in the affirmative.

- *Supervisor Jewett: Asked if the numbers Mr. Jarvis came up with were in line with VDOT's recommendations.*

Mr. Jarvis responded in the negative and stated that he did not consult with VDOT for the feasibility study.

- *Supervisor Jewett: Asked if the Health Department officials have looked at the project's scope.*

Mr. Webb stated that the Health Department would independently review the septic system based on the design of the building and the capacity.

- *Supervisor Jewett: Stated that Thrift Road is already a concern without the project currently being there. Also stated he believed in approving the SUP.*
- *Supervisor Yowell: Asked about the animals being delivered to the facility and if the traffic for his facility would coincide with that of Bald Top.*

Mr. Woodfolk responded that it would not.

- *Supervisor Yowell: Asked how often he would process a steer and have four different people come in and buy a quarter of it. Asked if one person would come get the whole thing or if multiple people would come to the business to get it.*

Mr. Woodfolk stated that it could be anywhere from 1-4 people and that it all depends on the people having the meat processed.

Chairman Jackson opened the floor to public comment on the current case.

**Ed Berry**: Stated that the project was near-and-dear to him and that he totally supported the project.

**Mike Sharmin**: Said that the Board needed to have the “lightest touch” approach given the other regulations at higher levels of government. Said that if the application were to go with just Mr. Woodfolk rather than the land, then his posterity would be deprived.

**Francoise Seillier-Moisewitsch**: Stated that she believed the numbers are legally binding if they receive a grant from the state; anything below those numbers would be setting up Mr. Woodfolk for failure.

With there being no further public comments being brought forth for this case, the public comment opportunity was closed.

- *Supervisor Yowell: Stated that the Board does advertising for a reason and to be as transparent as possible; asked those who spoke during the Planning Commission’s portion of the meeting for this case if they felt misled by what was posted in the paper.*

He received a general response from the individuals present that they did not feel misled.

- *Supervisor Yowell: Stated that he believed the advertisement language was loose enough to allow the Board to continue on without needing another public hearing for approval.*
- *Supervisor Dawson: Asked if there was anything they could do to get VDOT to move on doing a study for the road for the hunting months (around November)*

The County Administrator responded that he would make a request to VDOT.

- *Supervisor Hoffman: Stated that she was in favor of approving the SUP based on what was advertised without the new proffers. Also stated she believed the permit should run with the land instead of the applicant.*

The Board agreed to the following for the SUP:

- Set the cap for processing animals at 2000
- Have a timer for the lights at 10:00PM
- No restriction on retail sales (of his own agricultural product, not products brought in)
- SUP will run with the land

Supervisor Yowell made a motion to approve Case No. SU-04-22-12 with the following conditions:

- The total number of domestic animals processed annually shall not exceed 2000
- For the new building/structure, all exterior lighting shall be on a timer, downward pointing, and turned off nightly at 10PM
- Prior to submitting construction plans for the site's new buildings/structures, the existing agricultural building(s) shall be inspected by a licensed engineer certifying the building(s) meet building codes; and as recommend by said licensed engineer, any necessary building improvements and/or alterations to the existing agricultural building(s) shall be permitted through Madison County's Office of Building and Zoning.
- The special use permit is fully transferable and "runs with the land" provided the conditions stated herein are met and adhered to.

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## 2. FY23 Budget Public Hearing

The County Administrator gave a brief presentation to the Board regarding the Proposed FY23 Budget.

Chairman Jackson opened the floor to public comment on the current case.

**Eleanor Montgomery**: Stated that the Board had been very responsible and thanked everyone for their work on the budget.

With there being no further public comments being brought forth for this case, the public comment opportunity was closed.

## **PUBLIC COMMENT**

---

Chairman Jackson opened the floor to public comment. With there being no further public comments being brought forth, the public comment opportunity was closed.

## **DISCUSSION**

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The Board agreed to discuss the request from the Virginia Loggers Association at their regular meeting on the 26th.

The County Administrator advised of a community outreach meeting at 6:00PM for the following day regarding the proposed glamping project on Ford Shop Road. Supervisors Yowell and Dawson agreed to attend if they are able.

## **CLOSED SESSION**

## **ADJOURN**

---

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: April 26, 2022

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**Agenda**  
**Board of Supervisors & Planning Commission**  
**Wednesday, April 6, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Public Hearing**

1. **Case No. SU-04-22-12:** Mr. Shawn Woodfolk has applied for a special use permit to operate a commercial slaughterhouse on an A1 (agriculture) zoned parcel. In the A1 zoning district, a commercial slaughterhouse requires a special use permit. The subject property contains an existing farm exempt agricultural structure utilized seasonally to process wild game. If approved, a new structure/addition would be constructed to process livestock. The applicant estimates processing would be limited to thirty (30) to fifty (50) animals monthly. If approved, the facility would be required to adhere to all state and federal regulations. The 21.2-acre parcel does not contain a postal address but is located on Thrift Road (Rt. 657). The parcel is identified on Madison County's Tax Maps as 47-3B.

2. FY23 Budget Public Hearing

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, April 12<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #17 — April 12th

At a regular meeting (#1) of the Board of Supervisors on Tuesday, April 12<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

#### *Information & Correspondence*

#### *11. Press Release Regarding Domestic Animal Incident*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment.

**Sean Gregg:** Advised the Board that Kevin McGhee has been recognized by Aging Together and that there will be a watch party on May 19<sup>th</sup> from 4-6PM.

With there being no further public comments being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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1. Approve: Minutes from 03/17/22
2. Approve: Minutes from 03/22/22
3. Supplemental: EMS to F&M (\$45,356.35)
4. Supplemental: ARPA Grant (\$20,000.00)
5. Supplemental: Advertising Admin. to EconDev (\$6,550.00)

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## **SPECIAL APPEARANCES**

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### **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

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**Social Services:** Valerie Ward was present and advised the Board of the following:

- Doing public awareness around child abuse prevention
- Seen a significant uptick in applications for medical and nutrition assistance
- 18 children in foster care; 4 in fostering futures

**Clerk of the Circuit Court:** Leeta Louk was present and advised the Board of the following:

- Remitting \$112,000 to the state; submitted \$43,341 to the County
- Scanned indexes from 1793 to 1969; books 60-101 scanned
- First series of Shenandoah National Park Court Proceedings are now online

**Sheriff:** Erik Weaver was present and advised the Board of the following:

- Scams picking up again
- Larcenies out-of-control; tools stolen
- Still dealing with manpower shortage

**Commissioner of the Revenue:** Brian Daniel was present and advised the Board of the following:

- Still working on Avenity conversions
- Business tangible property returns out; due back May 1<sup>st</sup>
- Sent an analysis of the Loggers' request to the County Administrator

**E911:** Brian Gordon was present and advised the Board of the following:

- Next Gen 911 fully cut over
- 4052 calls; 1200 calls for service
- Hoover Ridge sitework nearly complete
- Hughes River artifact research moved back; still waiting to hear from Core of Engineers

**Treasurer:** Stephanie Murray was present and advised the Board of the following:

- Still working on Avenity
- Working with Brian Daniel to get Real Estate bills out

**EMS & Emergency Management:** Gavin Helme was present and advised the Board of the following:

- 150 calls for service; average response of 11 minutes

- Still fully staffed
- Submitted RSA Grant
- Crisis Track Training completed
- LEPC Meeting scheduled from the 29<sup>th</sup>
- Touch A Truck Event went well
- Successful rescue of a hiker

➤ *Supervisor Yowell: Asked if the County had four ambulances on call.*

Mr. Helme responded that they have either 2 or 3 ambulances in service.

➤ *Supervisor Yowell: Asked that the policy for “closest appropriate facility” go out again as the matter has been brought up to him recently.*

Mr. Helme explained the “closest appropriate facility” policy for the Board.

**Building & Zoning:** Ligon Webb was present and advised the Board of the following:

- Community work-session last week for glamping project
  - Working on conditions for the project
- *Supervisor Yowell: Asked if the Board had went with subdivisions of property as entirely administrative through his office.*

Mr. Webb responded that for 1 subdivision, it would come before him; anything more or a family subdivision would not.

**IT:** Bruce Livingston was present and advised the Board of the following:

- Data run in the Sheriff’s Department
- Planned outage tomorrow at 12:00PM tomorrow
- Working on email encryption settings
- Bringing over older VM servers to new VM environment
- Fiber coming in, all permits are signed
- Getting ready for Tyler
- Plans to send out an email to use for support tickets
- Finalizing numbers for PA in the courthouse

**Finance:** Michele Thacker was present and advised the Board of the following:

- Training for ERP configuration
- Working with different localities on Tyler implementation

**School Board:** Karen Allen was present and advised the Board of the following:

- New school Board member: Damon Myers
- In the middle of text book adoption for language arts; samples are in the schools
- Superintendent has set aside some time to hold meetings to speak with public; meetings will be at the School Board Office

**Animal Control:** Greg Cave was present and advised the Board of the following:

- Rabies clinic was very successful — 28 animals vaccinated
- Still working with Health Department to monitor quarantined cats
- Some investigations ongoing

The County Administrator advised of the press release regarding the domestic animal incident and informed the Board and public that the investigation is currently ongoing.

**Parks & Rec:** Jerry Carpenter was present and advised the Board of the following:

- Wine Festival on April 23<sup>rd</sup>
- Tour de Madison on May 21<sup>st</sup>
- Record number for Spring Sports
- Summer Camp registrations open until the end of the month
- Special Events tent is up for rentals; Farmers Market will be using it
- Music in the Park live
- Eagle Scout John Smith is doing a project at the driving range
- July 31<sup>st</sup> as the 20<sup>th</sup> Anniversary of Hoover Ridge

**Tourism & Economic Development:** Tracey Gardner was present and advised the Board of the following:

- ARPA Plan approved
- VATI is on hold currently
- Ribbon Cutting on April 2<sup>nd</sup>
- Pig N' Steak & Bavarian Chef's anniversaries
- Ribbon cutting for gourmet marketplace
- Salsa Street Grill now open until 6PM Monday
- Attended State's Spring conference
- Box in Box Out leased to Charlottesville non-profit that distributes textbooks
- Virtual Social Media Training
- Not having realtor's roundtable for April
- Business Expo May 19<sup>th</sup>
- CVPED Website for Talent Recruitment
- Tourism Committee meeting Tuesday at 1:30PM

**Animal Shelter:** Karen Hammack was present and advised the Board of the following:

- Working on finding shelters and rescues for animals
- Wind & Weather donated money to the Shelter; improvements planned for the shelter using the money

➤ *Chairman Jackson: Asked where the donation would go with regards to the County's financial structure.*

The County Administrator responded that the money would go into a line-item for donations. He also advised the Board of the letter included within the packet with regards to where the donated money would be going.

**Finance:** Bobby Frye was present and advised the Board of the following:

- Focus on looking ahead
- Going to be working on staff development
- Looking to develop some financial policies and procedures

## OLD BUSINESS

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### 6. Town UDA — Letter of Support

The County Administrator advised the Board of the Town's UDA request. Included in the packet was the letter from the Town laying out the Town's intent. The Town's request would be included in the Comprehensive Plan and is being looked at by the Planning Commission.

Supervisor Yowell made a motion to have staff send a letter to the Town of Madison in support of the UDA, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

## NEW BUSINESS

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### 7. FY23 Budget Adoption — Resolution

The County Administrator advised the Board of the resolution for adopting the FY23 budget.

Supervisor Hoffman made a motion to approve resolution #2022-4, seconded by Supervisor Yowell. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

### 8. FY23 Tax Rate Resolution

The County Administrator advised the Board of the resolution for adopting the FY23 Tax Rate. There were no changes to the tax rates.

- *Supervisor Yowell: Asked if other fees, such as those for SUPs, did not need to be approved by the Board.*

The County Administrator advised that those fees are set by statute.

Supervisor Hoffman made a motion to approve resolution #2022-5, seconded by Supervisor Jewett. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

### 9. Madison County Fair — Fee Exemptions Request

The County Administrator advised the Board of the Fair's request to waive fees for the Madison County Fair.

Supervisor Yowell made a motion to exempt the Madison County Fair from the County's landfill fees, building inspection, and zoning fees, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

### 10. Letter of Appreciation — Wind & Weather Donation

## INFORMATION & CORRESPONDENCE

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## ***11. Press Release Regarding Domestic Animal Incident***

### **DISCUSSION**

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#### **PUBLIC COMMENT**

---

Chairman Jackson opened the floor to public comment. With their being no public comment brought forth, the public comment opportunity was closed.

The County Administrator advised of a public hearing regarding the Six-Year Secondary Road Plan to be held on April 26<sup>th</sup> at 6:00PM.

#### **CLOSED SESSION**

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Supervisor Hoffman made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(1) for personnel
- 2.2-3711(A)(3) for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract; and
- 2.2-3711(A)(7) for consideration with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation

Seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Hoffman made a motion to re-convene in open session, seconded by Supervisor Yowell. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Hoffman made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1), 2.2-3711(A)(3), and 2.2-3711(A)(7) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Yowell. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### **ADJOURN**

---

With there being no further business to conduct, Supervisor Jewett made a motion to adjourn, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: April 26, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, April 12, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 03/17/22
2. Approve: Minutes from 03/22/22
3. Supplemental: EMS to F&M (\$45,356.35)
4. Supplemental: ARPA Grant (\$20,000.00)
5. Supplemental: Advertising Admin. to EconDev (\$6,550.00)

**Special Appearances**

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

6. Town UDA — Letter of Support

**New Business**

7. FY23 Budget Adoption — Resolution
8. FY23 Tax Rate Resolution
9. Madison County Fair — Fee Exemptions Request
10. Letter of Appreciation — Wind & Weather Donation

**Information/Correspondence**

***11. Press Release Regarding Domestic Animal Incident***

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, April 26<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #18 — April 26th

At a regular meeting (#2) of the Board of Supervisors on Tuesday, April 26<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

*Special Appearances*  
*5a. Government Day*  
*Discussion*  
*12. Septic Systems*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment.

**Joe May:** Stated that he hoped the VDOT representative would be here once a month to help deal with the problems facing the County's roads. Stated that it looked like money seemed to get spent on education and social services and needed to be sent to roadwork.

**Ron Jenkins:** Asked the Board move forward with making the Loggers' exemption request to the public hearing stage. Advised that farmers have had this exemption in place for years and

that they have received support from the Virginia Farm Bureau and Virginia House, Senate, and previous Governor.

The County Administrator advised the Board that the Commissioner of the Revenue for the County would arrive a little late and would be the one administering the tax, so they would be the best person to asked questions to when they arrive.

**Theresa Woodward:** Stated that the logging business was facing unique challenges including quotes were making it hard for their small businesses. Asked the Board to remember what small businesses bring to the community.

**Tina Morris:** Stated that any break the Board could provide for logging families would be greatly appreciated.

**Clarissa Berry:** Advised the Board that the Commonwealth's Attorney's Office was awarded a \$2000 grant for training. Grant paperwork for the assistant Commonwealth's Attorney has been filed. Stated that Madison had an extensive history of logging and that the exemption would be a good way to pay respects to this heritage.

**Paul Haney:** Stated that loggers were suffering with gas prices and that the current tax was overburdensome on the loggers. Said that Madison was the only County that he knew of that was suffering with such a tax.

With no further public comment being brought forth, the public comment opportunity was closed.

#### **CONSENT AGENDA**

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1. Approve: Minutes from 04/06/22
2. Approve: Minutes from 04/12/22
3. Supplemental: Additional Security Grant Funding

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### **SPECIAL APPEARANCES**

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4. Victim Witness Proclamation — Clarissa Berry

The Commonwealth's Attorney advised the Board of the Victim Witness program success and spoke in favor of the Board approving the proclamation.

Supervisor Yowell made a motion to recognize and approve the proclamation for National Crime Victims Rights Week from April 24<sup>th</sup> to April 30<sup>th</sup>, 2022, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

5. Older Americans Month 2022 Proclamation — Aging Together

Ellen Phipps from Aging Together was present and advised the Board of the Proclamation recognizing the contributions of older adults to the community.



Supervisor Hoffman made a motion to approve the proclamation of Older Americans Month for May, 2022, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### ***5a. Government Day***

Natalee Coates was present and provided a presentation to the Board on her experiences for Government Day.

- *Supervisor Yowell: Asked what was involved with becoming a part of the Blue Ridge Virtual Governor's School.*

Ms. Coates explained that in 8<sup>th</sup> Grade, you need to fill out an application and be interviewed by the supervisors of the program for admission.

- *Supervisor Yowell: Asked if involvement in the BRVGS was for the entirety of high school.*

Ms. Coates responded that it goes from 9<sup>th</sup> grade to 12<sup>th</sup> grade.

- *Chairman Jackson: Asked Ms. Coates for a brief overview of her internship.*

Ms. Coates advised the Board that she had interned with the Sheriff's department and spent most of her time doing ridealongs. She also helped the Sheriff's Office with Drug Takeback and Trick-or-Trunk.

- *Supervisor Yowell: Asked if Ms. Coates had further interest in working in government.*

Ms. Coates responded that she did and was planning to major in criminology at Lynchburg College.

#### **PUBLIC HEARING**

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##### **6. Six-Year Secondary Road Plan**

Carrie Shephard from VDOT was present and gave a short presentation to the Board on the current status of the draft Six-Year Secondary Road Plan. This included a preliminary review of Turner Drive which would allow the road to be admitted to the plan up to the narrowing of the road where VDOT would not be able to pave the road.

Chairman Jackson opened the floor to public comment for the Six-Year Secondary Road Plan public hearing.

**Joe May:** Asked what "stormwater management" is.

Ms. Shephard respond that it refers to the change of a pervious surface to an impervious surface and analyzing the quality of stormwater runoff on these surfaces.

**Terry Bowden:** Asked the Board to consider keeping Walkers Mill Lane on the list.

**Pamela Wilson:** Asked for clarification on the unallocated funds and what year the monies would be put towards paving Turner Drive.

- *Chairman Jackson: Advised that work would likely begin sometime around 2030 or farther.*

Ms. Wilson further described the road situation on Turner Drive and asked if it would require the County and the homeowners where the road narrows to work together in order to get the paving extended past what was suggested earlier due to the narrowing of the road.

- *Supervisor Yowell: Asked Ms. Wilson about a section in the documents handed out that mentioned that Turner Drive had been widened before; asked if anyone remembered this occurring and could speak on it.*

**Howard Turner:** Said he owned the property where the buses turn around; described the safety issues for children on the road. Stated that he has no issues with buses turning around in his entrance, but would like the road to be hardened to prevent issues for him entering his property and to help the children come home in a safe manner without buses getting stuck in mud.

**Whitney Larkin:** Described the widening of the road around 10 years ago. Stated that VDOT told her the road be tarred and graveled but never finished the project. Stated that if the County or VDOT checked their records, they should find two projects (one for paving and one for fixing the curve).

**Charles Slaughter:** Stated that he would like to have Twyman's Mill Road added to the Six-Year Plan because the road is dangerous and very narrow. Also described a storm drainage problem on his road. Stated that the swell on his road also needed attention from the state.

**Denise Lynch:** Stated that, approximately 15 years ago, a row of trees was removed for paving at Twyman's Mill but the project was never completed.

**Patricia Gross:** Stated that she had observed accidents on Turner Drive due to the safety issues on Turner Drive. Said that she hoped the project would be completed in a timely manner.

The County Administrator advised of a call he had received from Eugene Weaver and Darlene Neff from Woodward Hollow Road. He advised of their request for the road to be added to the plan and that a small portion of the road had already been paved. They stated that the road had been added to the plan many years ago.

With no further public comment being brought forth, the public comment opportunity was closed.

- *Supervisor Jewett: Stated that he had lived in the area and that Turner Drive needed attention and definitely needed to be on the plan. Hoped that VDOT could work with the residents of Turner Drive as well as Twyman's Mill to help alleviate some of the safety issues.*

6a. Resolution #2022-6 — Resolution to Adopt the Six-Year Secondary Road Plan  
Supervisor Yowell made a motion to approve Resolution #2022-6 with the addition of Turner Drive to the current draft plan priorities, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## OLD BUSINESS

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## NEW BUSINESS

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### 7. Hoover Ridge Lease Agreement

The County Administrator advised the Board of previous leases to the property for farming purposes.

The Board agreed to hold a public hearing on the lease agreement on May 24<sup>th</sup>.

### 8. Tax Exemption Request — Virginia Loggers Association

The County Administrator advised the Board of the Tax Exemption Request from the Virginia Loggers Association and informed the Board that the Commissioner of the Revenue had arrived and could provide them with more information.

The Commissioner of the Revenue advised the Board that the revenue lost from exempting would probably be around \$15,000, but that the number was just an estimation on his part.

- *Supervisor Yowell: Stated that the Comprehensive Plan agreed with the exemption request from the loggers.*
- *Supervisor Jewett: Said that he believed a decision to no longer tax farm equipment was shortsighted as the real-estate taxes went up more than the offset. Said the Board needed to look at where the tax burden would be shifted.*

The County Attorney advised that the recently approved cigarette tax could be used as a way of offsetting the tax shift.

The Board agreed to hold a public hearing for the Loggers Tax Exemption request on May 24<sup>th</sup>.

### 9. Clore Road Abandonment

The County Administrator advised of a request from VDOT to abandon a portion of Clore Road that has not be used for some time (since 1969).

- *Supervisor Yowell: Asked if the Board would need to send a letter to all adjacent land owners.*

The County Administrator responded that they did.

The Board agreed to hold a public hearing on May 24<sup>th</sup> regarding the abandonment of Clore Road.

#### 10. Motocross Race Temporary Event Permit Application

The County Administrator advised the Board of the permit application for the Motocross Race.

Gavin Helme advised that the plan was to have at least two ambulances present for the event.

- *Supervisor Yowell: Asked if the 1000 number included in the documentation was counting both participants and spectators.*

Mr. Lacey responded that the number was a combination of riders and spectators.

Supervisor Hoffman made a motion to approve the temporary event permit application for the Virginia Championship Air Scramble, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 11. Real Estate Tax Deadline Extension

The County Administrator advised the Board that the County had recently switched their tax software and that the Treasurer and Commissioner of the Revenue may need more time to get out notice for the public to respond to the County's taxes.

Supervisor Jewett made a motion to extend the real estate tax deadline for 2022 to June 17<sup>th</sup>, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### INFORMATION & CORRESPONDENCE

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#### DISCUSSION

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##### ***12. Septic Systems***

The County Administrator advised of a discussion he had held with VDH and wished to gather input from the Board regarding the issue of direct discharge systems in the County. Stated that there are around 11 permitted facilities regarding these systems in the County. Asked if the Board would like to explore the SUP route for these systems.

- *Supervisor Dawson: Stated that he believed the SUP process would be the most fair.*
- *Supervisor Yowell: Stated that he had talked to Danny Crigler about the issue and that he would not lean towards the SUP route.*

The County Administrator advised the Board that a hardship-based approach could also be applied if they so desired.

- *Chairman Jackson: Stated that he also believed the SUP route would be the best option and that it should be looked at on a hardship basis.*

The County Administrator advised that the Board could ask for Emily Bourdon to attend a meeting to discuss the issue with the Health Department.

The County Administrator advised that there are no cases to be heard at the next Joint Meeting and that the Planning Commission was okay with canceling their portion of the Joint Meeting.

Supervisor Yowell made a motion to cancel the May 4<sup>th</sup> Joint Meeting with the Planning Commission, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment.

**Chuck Jackson:** Asked if Madison County was going to have an agreement tonight for the RSA matter.

The County Attorney advised that the Board did not need to disclose what would be discussed in closed session and that he was not aware of any motions in Orange County that would approve or disapprove of anything.

With no further public comment being brought forth, the public comment opportunity was closed.

#### **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(3) for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract; and
- 2.2-3711(A)(7) for consideration with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(3) and 2.2-3711(A)(7) and that were identified in the motion to convene in closed session were heard,

discussed, or considered in the closed meeting, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**ADJOURN**

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: May 10, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, April 26, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 04/06/22
2. Approve: Minutes from 04/12/22
3. Supplemental: Additional Security Grant Funding

**Special Appearances**

4. Victim Witness Proclamation — Clarissa Berry
5. Older Americans Month 2022 Proclamation — Aging Together

***5a. Government Day***

**Public Hearing**

6. Six-Year Secondary Road Plan
- 6a. Resolution #2022-6 — Resolution to Adopt the Six-Year Secondary Road Plan

**Old Business**

**New Business**

7. Hoover Ridge Lease Agreement
8. Tax Exemption Request — Virginia Loggers Association
9. Clore Road Abandonment
10. Motocross Race Temporary Event Permit Application
11. Real Estate Tax Deadline Extension

**Information/Correspondence**

**Discussion**

***12. Septic Systems***

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, May 10<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #19 — May 10th

At a regular meeting (#1) of the Board of Supervisors on Tuesday, May 10<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

*Special Appearances*

*4a. Oliver Price Resolution*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

With no further public comment being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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1. Approve: Minutes from 04/26/22



2. Supplemental: Finance Consultant Funds from Unemployment Contingency (\$45,000)
3. Supplemental: EMS Grant from Culpeper Wellness (\$32,470)
4. Disabled Veteran Refund

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

## **SPECIAL APPEARANCES**

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### ***4a. Oliver Price Resolution***

Supervisor Yowell made a motion to adopt the resolution for Mr. Price, seconded by Supervisor Hoffman. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

5. Firefly Update — Galen Creekmore, Key Accounts and Member Engagement Rep. Gary Wood of Firefly gave a brief presentation to the Board of Supervisors regarding Firefly's project status in Madison County.

⇒ *Supervisors Yowell: Asked about the challenges to Firefly's coverage area and the amount of time the challengers would have to live up to doing the service.*

Mr. Wood responded that CenturyLink has until the date Firefly signs the contract with the body to continue their challenge.

⇒ *Supervisor Yowell: Asked about Shentel and their timeline.*

Mr. Wood responded that Shentel has a 6-year window to complete the buildout of their rural-digital buildout. He stated that Shentel had returned some ARDOF money in areas where they would not be moving forward with building.

The County Administrator advised that the Board could pursue either fiber-to-home or fixed wireless through VATI funding.

The Board asked Mr. Weakley to put together a letter for the VATI grant for July 7<sup>th</sup>.

6. Alternative Septic Discharge — Emily Bourdon, VDH  
Emily Bourdon and Katherine Murton from the Health Department were present and advised the Board on the rules and regulations around sewage disposal systems and alternative septic discharges.

⇒ *Supervisor Yowell: Asked if there was a difference between alternative onsite system and alternative discharge system; asked how many ways there are to dispose of sewage on a piece of property.*

Ms. Murton responded that the options boiled down to a septic tank with a drain field, an alternative system, gravel trenches, and a drip dispersal system.

⇒ *Supervisor Yowell: Asked if the privies in the County are illegal or are grandfathered.*

Ms. Murton responded that they were legal and privy permits could still be applied for today.

## **OLD BUSINESS**

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**Social Services:** Valerie Ward was present and advised the Board of the following:

- Great turnout for Madison Day
- 3,092 receiving Medicaid
- 10,179 receiving SNAP
- Regional meeting to discuss Regional Transportation Collaborative

**Facilities:** Moonie Frazier was present and advised the Board of the following:

- Cleaning buildings; Thrift Road totally cleaned out and Criglersville taken care of
- Suggested the Board give thought to the dangerous playground equipment at Criglersville
- Police Department has been painted

**Commissioner of the Revenue:** Brian Daniel was present and advised the Board of the following:

- Still working on software conversion
- Passed on real estate data, working on personal property now

**Treasurer:** Stephanie Murray was present and advised the Board of the following:

- Sent files to the real estate tax services
- Hope to have the bills out next week
- New portal is live; some bugs remain and tweaks to be made
- Entered into an agreement with TACS to assist with collection of older delinquent property

⇒ *Supervisor Dawson: Asked if those who are trying to pay will be on the collection list.*

Ms. Murray responded that if they are trying to pay, then they will not be on the collection list.

⇒ *Supervisor Yowell: Asked if TACS did real estate taxes.*

Ms. Murray responded that they did, but the County already has Sean Gregg working on them.

**Sheriff:** Troy Estes was present and advised the Board of the following:

- All is well at the Sheriff's Office
- Happy with the new paint job
- Two new people coming in

⇒ *Supervisor Yowell: Asked how many people the Sheriff's Office was down by with the two new employees coming in.*

Mr. Estes responded that, on the books, they are full, but the new hires will need to go to the academy before being ready.

**EMS & Emergency Management:** Gavin Helme was present and advised the Board of the following:

- 159 calls; average response time of 10 minutes
- Dispatched to 8 calls in Greene, answered 4; 2 calls in Orange, answered both
- EMS was fully staffed; down 1 now
- Out of 17 AEDs, 9 have been placed in deputy vehicles
- Standby Events at Woodberry Forest
- Tour de Madison & Hare Scramble coming up as well as the Graves Mountain Music Festival
- Touch a Truck event went well
- Noah working on peer support training
- Acquired Mass Casualty Incident Tractor; upfitting now
- Working on public assistance grant
- Homeland Security Grant in progress

**E911:** Brian Gordon was present and advised the Board of the following:

- Radio Projects still in progress; deliveries pushed back a little
- Beautiful Run and Blakey will both have generators next week
- Hughes River not a historical site; still waiting on Corps of Engineers
- AFG Grant in progress, nothing received from Feds yet
- Next Gen 911 fully operation with text to 911
  - Working with the state for reimbursement
- Answered calls 4,071; 188 calls for service

**IT:** Bruce Livingston was present and advised the Board of the following:

- Isolated problems in laptops to Hard Drives; have started replacing
- ANS asked to schedule a meeting with Brian and the old rescue squad to discuss phones and possibly radio dishes
- Avenity certificates being ironed out

**Finance:** Michele Thacker was present and advised the Board of the following:

- Tyler training ongoing
- Working with Bobby to prepare closing procedures
- Working on grants

**Tourism & Economic Development:** Tracey Gardner was present and advised the Board of the following:

- Full capacity for tenant space
- Business expo May 19<sup>th</sup>

- Mad Local closed indefinitely

⇒ *Chairman Jackson: Informed Tracey that the Town will probably come to her and ask for money from the TOT fund to purchase decorations. Also asked for an update on whether the Town would be able to get a website at a reduced cost from the group she works with.*

Ms. Gardner responded that the group in question only provided websites to businesses rather than towns, but that she would keep dialogue open.

**Zoning & Planning:** Ligon Webb was present and advised the Board of the following:

- June 1<sup>st</sup> — Two public hearings scheduled
- Working on 4-on-1 provision for private roads and changing it up to 8-on-1

⇒ *Chairman Jackson: Asked if any progress had been made on the glamping case.*

Mr. Webb responded that the applicant is now looking to expand the acreage by ~30 acres by purchasing some of the surrounding parcels.

**Planning Commission:** Francoise Seillier-Moiseiwitsch was present and advised the Board of the following:

- Working on the 4-on-1 provision

**Commonwealth's Attorney:** Clarissa Berry was present virtually and advised the Board of the following:

- Jury trials next week
- Wade and two deputies went to DUID training
- Getting ready for new laws training
- Many indictments coming through

## **OLD BUSINESS**

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### 7. Clore Road Abandonment — Sean Gregg

The County Attorney advised the Board of VDOT's request to abandon a portion of Clore Road that has not been maintained for quite some time.

## **NEW BUSINESS**

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### 8. Communication Billing Services — Jonathon Weakley

Michele Thacker advised the Board of the issues surrounding the billings for the County's phones.

⇒ *Supervisor Yowell: Asked if they were switching service providers.*

Ms. Thacker responded in the negative and that all service providers would remain the same.

Vincent D’Aria was present virtually and gave the Board a brief overview of the services that Granite could provide for the County.

⇒ *Supervisor Yowell: Asked which staff had reviewed the offer from Granite.*

The County Administrator responded that Brian Gordon, Bruce Livingston, Michele Thacker, himself, and ANS had all reviewed the proposal.

Supervisor Yowell made a motion to approve the Granite proposal and authorize staff to execute the agreement, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

9. FY22 Year to Date Budget Summary — Bobby Frye

Bobby Frye was present and advised the Board of the County’s current financial status.

10. Graves Mountain Farm & Lodge Music Permit — Jonathon Weakley

The County Administrator advised the Board of a request from Graves Mountain Lodge for a permit with regards to their proposed music event.

Supervisor Jewett made a motion to approve the request by Graves Mountain Lodge, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## **INFORMATION & CORRESPONDENCE**

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11. Thrift Road Update — Sean Gregg

The County Administrator advised the Board of the current status of Thrift Road.

12. Upcoming Public Hearings

- a. Forestry Exemption Consideration
- b. Lease of Property at Hoover Ridge

The County Administrator advised the Board of the two upcoming public hearings for May 24<sup>th</sup>.

## **DISCUSSION**

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### **PUBLIC COMMENT**

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**Greg DiNapoli:** Advised the Board of some issues surrounding Leathers Lane:

- A rut has been created by draining water
- Mr. Whidby has continued to do work on the room to include grooming and seeding one side of the road
- Spoke on issues of intimidation by Mr. Whidby

## **CLOSED SESSION**

---

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(3) for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract; and
- 2.2-3711(A)(7) for consideration with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(3) and 2.2-3711(A)(7) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**As a result of the Closed Session, the Board took the following action(s):**

Supervisor Yowell made a motion to approve the agreed terms for Greene County's withdrawal from RSA, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**ADJOURN**

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: May 24, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, May 10, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 04/26/22
2. Supplemental: Finance Consultant Funds from Unemployment Contingency (\$45,000)
3. Supplemental: EMS Grant from Culpeper Wellness (\$32,470)
4. Disabled Veteran Refund

**Special Appearances**

***4a. Oliver Price Resolution***

5. Firefly Update — Galen Creekmore, Key Accounts and Member Engagement Rep.
6. Alternative Septic Discharge — Emily Bourdon, VDH

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

7. Clore Road Abandonment — Sean Gregg

**New Business**

8. Communication Billing Services — Jonathon Weakley
9. FY22 Year to Date Budget Summary — Bobby Frye
10. Graves Mountain Farm & Lodge Music Permit — Jonathon Weakley

**Information/Correspondence**

11. Thrift Road Update — Sean Gregg
12. Upcoming Public Hearings
  - a. Forestry Exemption Consideration
  - b. Lease of Property at Hoover Ridge

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, May 24<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #20 — May 24th

At a regular meeting (#2) of the Board of Supervisors on Tuesday, May 24<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

Chairman Jackson asked that those attending reflect on the previous County Attorney who had recently passed away.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

With no public comment being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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1. Approve: Minutes from 05/10/22
2. Supplemental Appropriation: School Board Grant from DOH (\$25,000)

### 3. Supplemental Appropriation: Completion of the Admin Building Project (\$60,000)

The County Administrator advised the Board of a change to the minutes for 05/10/22 and asked the County Attorney if the Board could approve the previous agenda as being approved “as amended” rather than “as presented”.

The County Attorney stated that he had no objection to proceeding forward as the County Administrator suggested.

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## SPECIAL APPEARANCES

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### PUBLIC HEARING

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#### 4. Forestry Equipment Tax Exemption

The County Administrator gave a brief overview to the Board on the current consideration to exempt certain forestry equipment from taxes.

The County Attorney advised the Board that the Commonwealth had enabled localities to exempt certain equipment from tax and that they would be going along with the trend if they moved forward with the proposal.

- *Supervisor Jewett: Advised that he had done some research and spoken with members of the logging industry; stated that he thought the Board needed to support the loggers. In response to his earlier argument made at a previous meeting, he stated that he believed the exemption would be an investment in Madison’s logging community with regards to tax revenue. Listed his support for the motion.*
- *Supervisor Yowell: Stated that the first goal in the Comprehensive Plan talks about agriculture and forestry being the County’s primary industries. Listed his support for the motion.*

Chairman Jackson opened the floor to public comment.

**Ron Jenkins:** Stated that he appreciated Supervisor Jewett’s comments and that he also saw the move as an investment for the future. Hoped that the Board would vote in favor of the motion.

**Theresa Woodward:** Stated that she had reached out to other Counties to see how the exemption had impacted the budget. Stated that the Counties that she had spoken to had no issue making up the revenue lost by the exemption. Spoke on a few taxes that could cover the shortfall.

With no further public comment being brought forth, the public comment opportunity for the Forestry Equipment Tax Exemption public hearing was closed.

Supervisor Hoffman made a motion to approve Ordinance #2022-2, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

The Commissioner of the Revenue asked when the Ordinance would take effect.

The County Administrator advised that it would be current upon enactment.

#### 5. Hoover Ridge Lease Agreement

The County Attorney gave a brief overview of the lease agreement proposal before the Board and stated that the renewal would be in compliance with Virginia Code and an abundance of caution on the County's part.

➤ *Supervisor Hoffman: Asked how long the renewed lease is for.*

The County Administrator responded that it would be renewed for a five year period.

Supervisor Yowell: Asked what the language for renewal is after the currently proposed five year term.

The County Attorney responded that the tenant would have the right to apply for a lease renewal — the same process as what they are doing now.

Chairman Jackson opened the floor to public comment.

With no further public comment being brought forth, the public comment opportunity for the Hoover Ridge Lease Agreement public hearing was closed.

Supervisor Yowell made a motion direct staff to execute the Hoover Ridge Lease Agreement with Hunter Weaver, seconded by Supervisor Jewett. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### OLD BUSINESS

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##### 6. Thrift Road Update — Sean Gregg

The County Attorney advised that he had submitted the title information to the RRCSB and expected progress by next Wednesday or Thursday. A triangle-shaped piece of property presents a bit of an issue, but he is hopeful that the issue will be resolved.

The County Attorney also advised that he had received no objections from neighbors regarding the abandonment of a portion of Clore Road and advised the Board of the process to post a notice at the courthouse at least three days before the next term of court. After this, he will file a petition for abandonment to the court.

## NEW BUSINESS

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### 7. Sale of Criglersville Property

The County Administrator gave the Board a brief overview of the effort to dispose of the Criglersville property. He informed the Board that the property line will need to be surveyed to confirm the boundaries to be preserved.

Mr. Schapiro advised the Board that he had spoken to Mr. Lacey about the boundary lines and would be supportive to the Mountain Museum. He stated that he would like to convert the property into a boutique hotel with a wedding venue, restaurant, and retail.

- *Supervisor Yowell: Stated that he thought Mr. Schapiro's ideas would go well with the Mountain Museum; encouraged access to the nearby river for fishing.*

Supervisor Hoffman made a motion to approve Resolution #2022-7, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### 8. Reappointment of Paul Utz to IDA

The Board agreed to continue seeking a response from Mr. Utz for another week before moving on to advertising for the open IDA position.

## INFORMATION & CORRESPONDENCE

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### 9. Tibbs Shop Road Speed Study

The County Administrator provided the Board with a brief overview of the request for a speed study at Tibbs Shop Road. He also advised that calls had been received about Pea Ridge Road and Forest Drive as well; both of which are requesting lowering of the speed.

The Board agreed to have the County Administrator get in contact with VDOT to conduct speed studies on the aforementioned roads.

### 10. Social Services HVAC

The County Administrator advised the Board of an MOU between the County and Social Services and that they reached consensus that DSS would be responsible for the cost of replacing the HVAC system.

- *Chairman Jackson: Asked about the current status of the HVAC unit.*

The County Administrator responded that the unit is at the end of its life.

- *Supervisor Yowell: Asked what role the Board would play if DSS is responsible for the replacement.*

The County Administrator responded that it would be to help to facilitate the process, I.E. looking for contracts and providing information as needed.

The County Attorney also advised that the Board is the landlord of the property.

#### 11. Fund Balance & Policy Workshop

The County Administrator advised of the review of financial policies; specifically on those related to fund balance. Stated that he would like to begin discussing with the Board around August.

- *Supervisor Yowell: Asked if the discussions would involve things like the recent move to P-Cards.*

The County Administrator responded in the negative.

- *Supervisor Jewett: Stated that he thought this would be a good opportunity to implement a strategic planning process for the future.*

#### 12. Broadband Update

The County Administrator provided an overview of the broadband initiative in Madison County and advised that Shentel will be backing out from their broadband challenge. He will be sending a letter of intent for the FY23 VATI Grant. Recommended that the Board authorize him to seek RFPs for the underserved area of the County.

- *Chairman Jackson: Asked if the plan was for the County Administrator to come back on June 14<sup>th</sup> and ask to move forward with an RFP.*

The County Administrator responded in the affirmative. Also advised that the upload/download speed requirements had been changed to 100MBps.

### DISCUSSION

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#### PUBLIC COMMENT

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**Joe May:** Asked to have the VDOT representative at the meetings every month and to have gravel roads sprayed more than once a month. Also asked that VDOT clean the ditches.

Thomas Williams: Asked if the speed and pricing of the future areas to be covered by the broadband initiative would be consistent with the numbers offered by Firefly.

The County Administrator responded that he hoped the RFP would generate that response. For speed, the services would be equal, but there is no set rate for costs. He iterated that it was his opinion that the costs would be comparable, given the RFP's parameters.

#### CLOSED SESSION

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Section:

- 2.2-3711(A)(7) for consideration with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Section 2.2-3711(A)(7) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### ADJOURN

With there being no further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: June 14, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, May 24, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 05/10/22
2. Supplemental Appropriation: School Board Grant from DOH (\$25,000)
3. Supplemental Appropriation: Completion of the Admin Building Project (\$60,000)

**Special Appearances**

**Public Hearing**

4. Forestry Equipment Tax Exemption
5. Hoover Ridge Lease Agreement

**Old Business**

6. Thrift Road Update — Sean Gregg

**New Business**

7. Sale of Criglersville Property
8. Reappointment of Paul Utz to IDA

**Information/Correspondence**

9. Tibbs Shop Road Speed Study
10. Social Services HVAC
11. Fund Balance & Policy Workshop
12. Broadband Update

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Wednesday, June 1<sup>st</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #21 — June 1st

At a joint meeting of the Board of Supervisors and the Planning Commission on Wednesday, June 1<sup>st</sup> at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT: Charlotte Hoffman, Member

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0). Absent: Hoffman.*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Pete Elliott:** Stated that he was concerned about the County's kids; said the walkway from the annex to the high-school was potentially dangerous and recommended that someone say something to the School Board about possibly enclosing the area.

With no further public comment being brought forth, the public comment opportunity was closed.

### PUBLIC HEARING

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- A. **Case No. S-06-22-13:** Anthony and Linda Clatterbuck have applied for a by-right subdivision of an existing 12.1-acre parcel. The subject parcel is zoned A1 (agriculture) and in this zoning district the minimum parcel size is 3-acres. The subdivision would create two “new” parcels of 3-acres and 3.1-acres; and a residue parcel of 6-acres. The subject parcel does not contain a postal address but is located at/near the intersection of Repton Mill Road (Rt. 607), Good Hope Church Road (Rt. 616) and Orange Road (Rt. 230). The parcel is identified on Madison County’s Tax Maps as 57-12.

Chairman Jackson opened the floor to public comment.

With no further public comment being brought forth, the public comment opportunity was closed.

Supervisor Dawson made a motion to approve Case No. S-06-22-13, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0). Absent: Hoffman.***

- B. **Case No. SU-06-22-14:** Dorothy and Ralph Martin have applied for a special use permit to operate an event venue on three A1 (agriculture) zoned parcels which they own totaling roughly 154-acres. The applicants are seeking to host wedding receptions and similar events. Per Madison County’s zoning ordinance event venue’s hosting 15 (or fewer) events annually are not required to obtain special use permit; the applicants anticipate exceeding 15 events annually. The subject property contains two dwellings addressed as 3033 and 3037 Hebron Valley Road, Madison, Virginia. The parcels are identified on Madison County’s Tax Maps as 31-30B, 31-30E and 31-30.

- *Supervisor Jewett: Stated that he also had concerns about the noise issue that was brought up during the Planning Commission portion of the meeting but that he was encouraged by Ms. Martin reaching out to the neighbors and willingness to adopt any necessary abatements if there are problems in the future.*
- *Supervisor Yowell: Asked Ms. Martin what she knew about Hebron Valley.*

Ms. Martin responded that she did not know much and that her family had only been there for around three years.

- *Supervisor Yowell: Stated that there are three icons in Madison with Hebron being one of them. Advised that Hebron Valley is a pristine area and asked Ms. Martin to make the County proud.*

Ms. Martin stated that she shared Supervisor Yowell's view and would like for the area to stay pristine.

Chairman Jackson opened the floor to public comment.

With no further public comment being brought forth, the public comment opportunity was closed.

Supervisor Yowell made a motion to approve Case No. SU-06-22-14 as recommended by the Planning Commission with the following conditions:

1. The SUP shall not be transferable or assignable to another individual, entity or third party unless public notice is provided, and an additional public hearing is held in accordance with section 15.2-2204 of the Code of Virginia.
2. Events with an expected attendance of 300 employees (or more) will adhere to Madison County's "Large-scale Outdoor Events" ordinance.
3. All amplified music/sound will cease by at 10:30p.m.
4. The site's existing entrance/exit will be designed and upgraded as recommended by a licensed engineer; and the recommended entrance/exit design will be installed on/or before December 31, 2022.
5. A written evaluation or letter from the OSE (onsite soil evaluator) certifying that the proposed wastewater for the onsite sewage disposal system for the dwelling addressed as 3037 Hebron Valley Road will be completed, and provided to the County Planner, on/or before August 15, 2022. If there are any events that are expected to exceed the capabilities of the drainfield, temporary bathroom facilities will be provided.
6. Future permanent event/venue structures will be limited to a single reception/event pavilion not to exceed 40' x 100' in size and a "stand alone" bathroom building. Any additional structures/buildings associated with the event venue use will require amending the SUP and require public notice and a public hearing in accordance with section 15.2-2204 of the Code of Virginia.
7. As determined by the Commissioner of Revenue, any arrears transient occupancy taxes (ToT) for the single short-term rental addressed as 3037 Hebron Valley Road will be paid on/or before June 30, 2022; subsequently all ToT taxes will be paid monthly.

8. Failure to adhere to the stated conditions of this special use permit would result in the revocation of the special use permit, and the ability to operate an event/venue use on the subject parcel.

Seconded by Supervisor Dawson.

- *Chairman Jackson: Suggested that Ms. Martin place a sign to account for the poor site distance in one direction at her driveway.*

Supervisor Yowell amended his motion to approve by correcting a misstatement on #2 of the conditions to read as “attendees” rather than “employees”, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0). Absent: Hoffman.***

- C. **Case No. SU-06-22-15:** Maynor Ramos has applied for a special permit to operate an automotive repair and welding shop on a 4.4-acre A1 (agriculture) zoned parcel. In the A1 zoning district, an automotive repair/welding shop are allowable by special use permit. The proposed shop would operate from an existing accessory structure located on the parcel. The parcel contains a dwelling addressed as 3090 Shelby Road, Madison, Virginia. The parcel is identified on Madison County Tax Maps as 55-16.

## DISCUSSION

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## PUBLIC COMMENT

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## CLOSED SESSION

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## ADJOURN

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With there being no further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0). Absent: Hoffman.***

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: June 14, 2022

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**Agenda**  
**Joint Meeting**  
**Wednesday, June 1, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Public Hearing**

- A. **Case No. S-06-22-13:** Anthony and Linda Clatterbuck have applied for a by-right subdivision of an existing 12.1-acre parcel. The subject parcel is zoned A1 (agriculture) and in this zoning district the minimum parcel size is 3-acres. The subdivision would create two “new” parcels of 3-acres and 3.1-acres; and a residue parcel of 6-acres. The subject parcel does not contain a postal address but is located at/near the intersection of Repton Mill Road (Rt. 607), Good Hope Church Road (Rt. 616) and Orange Road (Rt. 230). The parcel is identified on Madison County’s Tax Maps as 57-12.
- B. **Case No. SU-06-22-14:** Dorothy and Ralph Martin have applied for a special use permit to operate an event venue on three A1 (agriculture) zoned parcels which they own totaling roughly 154-acres. The applicants are seeking to host wedding receptions and similar events. Per Madison County’s zoning ordinance event venue’s hosting 15 (or fewer) events annually are not required to obtain special use permit; the applicants anticipate exceeding 15 events annually. The subject property contains two dwellings addressed as 3033 and 3037 Hebron Valley Road, Madison, Virginia. The parcels are identified on Madison County’s Tax Maps as 31-30B, 31-30E and 31-30.
- C. **Case No. SU-06-22-15:** Maynor Ramos has applied for a special permit to operate an automotive repair and welding shop on a 4.4-acre A1 (agriculture) zoned parcel. In the A1 zoning district, an automotive repair/welding shop are allowable by special use permit. The proposed shop would operate from an existing accessory structure located on the

parcel. The parcel contains a dwelling addressed as 3090 Shelby Road,  
Madison, Virginia. The parcel is identified on Madison County Tax Maps  
as 55-16.

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, June 14<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #22 — June 14th

At a regular meeting (#1) of the Board of Supervisors on Tuesday, June 14<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

#### **New Business**

- 8a. Supplemental #30: Lawn Mower Replacement (\$14,000)*
- 12a. Graves Mountain Lodge — Fourth of July Festival Permit*
- 14a. IDA Reappointment — Paul Utz & Michael Snider*

The County Administrator advised of a change to the amount requested in the Supplemental Appropriation #28 listed in the consent agenda.

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Kenneth Allen:** Informed the Board that he had spoken to the engineer at VDOT about a speed study on Pea Ridge Road and provided comments regarding the dangerous status of the road and why he believes the speed should be reduced to 25MPH.

⇒ *Supervisor Yowell: Asked if the road was tar-and-chipped.*

Mr. Allen responded that it was not; VDOT started and is currently the process of finishing the road.

The County Administrator provided an update regarding the Board's request to VDOT for a speed study on Pea Ridge Road. He advised the Board that the resident engineer had responded that the road was under construction as a rural rustic and would be reviewed once completed. According to the resident engineer, the road would likely be posted as 35MPH.

**Nick McDowell:** Commented on the history of the Madison County Rescue Squad and how it had received funding in the past from taxpayers. Stated that the squad's assets must either be given to another "like" organization or to the federal/state/local government body. Commented that his view was that the most logical way forward for the squad was to give the building to the County; said he would be disappointed in the squad if they chose not to give it to the County.

**Joe May:** Stated that Towel's Road needed a four-way for safety purposes; advised that tourists would be put at risk if something weren't done. Also stated his support for a 25MPH speed limit on Pea Ridge Road.

With no further public comment being brought forth, the public comment opportunity was closed.

#### **CONSENT AGENDA**

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1. Approve: Minutes from 05/24/22
2. Approve: Minutes from 06/01/22
3. Supplemental #28: Year-End Cost Center Adjustments and Use of Contingency (\$58,000)

Bobby Frye advised the Board that Supplemental #28 would be changed due to a change in the Juvenile detention cost center; the change would reflect a \$8,200 deduction from the originally requested \$58,000 (Total supplemental of \$49,800).

⇒ *Chairman Jackson: Asked the County Attorney if Supervisor Hoffman needed to abstain from the vote on the consent agenda due to being absent at the 06/01/22 meeting.*

The County Attorney responded that Supervisor Hoffman would need to abstain from approving the minutes for the meeting she was absent from.

Supervisor Yowell made a motion to approve the consent agenda minus the minutes from 06/01/22, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to approve the minutes from 06/01/22, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Dawson, Jewett. Abstain: Hoffman. Nay: (0).*

## **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

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**Clerk of Court:** Leeta Louk was present and advised the Board of following:

- ~\$45,000 to the County
- 207 deed instruments
- 3 jury trials in May
- Spoke at the historical society meeting
- Clerk's conference in Harrisonburg — jury fees will not be changing this year
- Added on to Secure Remote Access System

**Facilities:** Moonie Frazier was present and advised the Board of the following:

- Meeting on Friday with the security company at the War Memorial Building to fix cameras
- Auction on Tuesday or Wednesday next week for County items
- Will start pothole patching
- Trying to go live with the security for 414 and 410 buildings; will involve training for employees in those buildings
- Share shed is back open

**Parks & Rec:** Jerry Carpenter was present and advised the Board of the following:

- Free Movies in the Park Friday night
- Music in the Park Saturday night
- Free Movies in the Park July 8<sup>th</sup>
- Music in the Park July 23<sup>rd</sup>
- July 31<sup>st</sup> Hoover Ridge 20<sup>th</sup> Anniversary
- Summer Camp is going strong

**E911:** Brian Gordon was present and advised the Board of the following:

- Hoover Ridge tower foundation completed
- Working on utility lines for the tower site
- Beautiful Run path being poured
- Can't find a concrete truck to go up Blakey's Ridge
- Hughes River in rebidding phase
- AFG grant currently has no determination
- Radio order for subscriber units has been put in
- Next Gen 911 is tied up; grant reimbursement sent in
- 4132 calls
- 1155 calls for service



- Mr. Gordon introduced Ms. Shifflett, who has been promoted to Shift Supervisor and Training Coordinator

**EMS:** Noah Hillstrom was present and advised the Board of the following:

- 158 calls, 10 minute average response time
- Lt. Billy Hamm has been promoted to Division Chief; will start July 3<sup>rd</sup>
- Fully staffed; interviewed part-time staff recently
- Standby events went well
- Attempting to get certified with Virginia Standards of Excellence
- RSAF grant announcement July 1<sup>st</sup>
- CPR training for County Departments

⇒ *Chairman Jackson: Asked if EMS was teaching the CPR class.*

Mr. Hillstrom responded that there is an online program and then an in-person component that they handle.

⇒ *Chairman Jackson: Asked how long the process is for the Virginia Standards of Excellence certification.*

Mr. Hillstrom responded that it will take a couple of weeks.

**Sheriff:** Erik Weaver was present and advised the Board of the following:

- Intruder Active Shooter training went well
- Overtime is off the chart; lost another employee
- Government is talking about releasing funding

⇒ *Chairman Jackson: Asked about deputies riding around with other deputies training.*

Mr. Weaver responded that they will still need to go through schooling. Also stated that Madison can't compete with the bonuses being offered in surrounding counties.

**Emergency Management:** Gavin Helme was present and advised the Board of the following:

- MCI Trailer around 50% done; waiting for reimbursement
- Public Assistance Grant a work in progress
- Published the LEPC calendar

⇒ *Chairman Jackson: Asked if the new process for events was easier.*

Mr. Helme responded that it was and just required persistence on the County's part.

- Texas A&M emergency training to be covered by FEMA

⇒ *Supervisor Yowell: Asked if the trailer needed to be in a controlled environment.*

Mr. Helme responded that it would be nice to at least have a shelter.

**Finance:** Michele Thacker was present and advised the Board of the following:

- Working on closing out FY22
- Continuing Tyler Training
- Started conversion with Granite

⇒ *Chairman Jackson: Asked how much time was being devoted to Tyler training.*

Ms. Thacker responded that she was scheduled for training from now until the end of the year every Thursday.

**Economic Development & Tourism:** Tracey Gardner was present and advised the Board of the following:

- Talking about Christmas with committee; came up with a plan to add more lights, etc.
  - Town will contribute \$1000; good idea to put Cheryl Yowell on committee.
- Ribbon cutting at Poised & Polished
- Working on Parade and Taste the Mountains
- Realtor Roundtable tomorrow

**Zoning & Planning:** Ligon Webb was present and advised the Board of the following:

- Madison Land Holdings request for rezoning on Fishback Road
- County Planner and Supervisor Jewett met with Fishback Road residents to discuss changes on the road
- Garage permit hearing
- Woodberry Forest Multipurpose Building Hearing
- Another Event Venue inquiring
- Solar Farm possibly coming back later in the year
- Glamping site looking to acquire new acreage; possibly September public hearing

⇒ *Supervisor Yowell: Asked if everyone received the packet for the Planning Commission's workshops*

Mr. Webb responded in the affirmative.

## **OLD BUSINESS**

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### **4. Thrift Road Property Update – County Attorney**

The County Attorney advised the Board on additional language having been received for the easement at Thrift Road by the RRCSB's attorney.

⇒ *Chairman Jackson: Asked about the timeline for completion.*

The County Attorney estimated around three weeks until completion.

5. Criglersville School Property Update – County Administrator

The County Administrator advised that Mr. Schapiro had provided the County Attorney with the finalized agreement and only needs the Chairman's signature to be fully executed. Attorney's for Mr. Schapiro are looking into the process for rezoning and working with the County Planner.

⇒ *Supervisor Yowell: Asked if they were subdividing the Criglersville lot.*

The County Administrator responded that they are having the site surveyed and will be a part of the rezoning process.

6. Appointment of Emergency Services Coordinator — County Administrator

The County Administrator advised the Board that Mr. Helme's position as interim Emergency Services Coordinator is up for review and that his recommendation is to make Mr. Helme the full Emergency Services Coordinator.

Supervisor Yowell made a motion to remove the interim title from Gavin Helme's position and make him the full-time Emergency Services Coordinator, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## **NEW BUSINESS**

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7. Three Party VATI Agreement – County Administrator

The County Administrator advised of updates to the County's broadband projects and recommended approval of the VATI agreement.

Ms. Allshouse thanked the Board for participating in the agreement and stated that the action today would allow the County to go into contract with her organization and Firefly to move forward on the broadband project.

Supervisor Yowell made a motion to approve the three-party VATI agreement between Madison County, Thomas Jefferson Planning District Commission, and Firefly, and to authorize the County Administrator to sign said agreement, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

8. Supplemental #29: Circuit Court PA System Replacement/Use of Contingency (\$20,000) – County Administrator

The County Administrator advised the Board of the proposed upgrades to the PA system in the Circuit Court and explained the differences between the three quotes acquired for the project.

⇒ *Chairman Jackson: Asked about the timeline for the project.*

The County Administrator advised that the project would take place sometime in July. Also stressed that this would be a use of contingency funds.

Supervisor Jewett made a motion to approve Supplemental #29 for the Circuit Court PA System replacement, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

***8a. Supplemental #30: Lawn Mower Replacement (\$14,000)***

The County Administrator advised of a need to replace the zero-turn mower that the County owns. Replacing the motor may take more than three months, so the County Administrator's recommendation was to upgrade to a new mower.

Mr. Frye advised the Board that the mower would be paid for through revenue gained by the newly implemented cigarette tax.

Supervisor Hoffman made a motion to approve Supplemental #30 for Lawn Mower replacement, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**9. Financial Update – Bobby Frye**

Mr. Frye advised the Board of the upcoming closing of the FY22 budget and gave a brief presentation on the County's operating funds and expenditures.

**Joe May:** Asked what "Community Development" was with regards to the budget.

The County Administrator that it included Zoning and Planning as well as Economic Development and Tourism.

**10. FY23 Budget Appropriation Resolution – Bobby Frye**

The County Administrator advised of the resolution to appropriate the operating budget for FY23.

Supervisor Hoffman made a motion to approve Resolution #2022-8, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**11. FY23 Capital Budget Appropriation Resolution – Bobby Frye**

The County Administrator advised of the resolution to appropriate the capital budget for FY23.

Supervisor Dawson made a motion to approve Resolution #2022-9, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**12. Share Shed Memorandum Of Understanding – County Administrator**

The County Administrator advised of the existing MOU between Rural Madison and Madison County for the operation of the Share Shed. The current MOU has expired and needs to be reapproved. The new MOU includes some updates after a meeting with Rural Madison.

Supervisor Hoffman made a motion to approve the updated Share Shed MOU as presented and to authorize the County Administrator to execute the MOU, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### ***12a. Graves Mountain Lodge — Fourth of July Festival Permit***

The County Administrator advised of a permit request from Graves Mountain Lodge for their Fourth of July Festival.

Supervisor Yowell made a motion to approve the July Festival permit for Graves Mountain Lodge, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### **13. Professional Engineering Term Contracts – County Administrator**

The County Administrator advised the Board of the RFP process for engineering services. Three firms were recommended as a result of the RFP process: Hurt and Proffitt, WW Associates, and CHA.

Supervisor Yowell made a motion to authorize the County Administrator to execute term contracts for professional engineering services with Hurt and Proffitt, WW Associates, and CHA, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### **14. Sheriff Department Gun Disposal Discussion – County Administrator**

The County Administrator advised the Board that the current topic was dealing with disposal of forfeited guns. Also advised the Board of some background on the gun disposal question.

⇒ *Supervisor Yowell: Asked what the Sheriff had done with guns up to this point.*

Mr. Weaver responded that they had been placed in a closet.

#### ***14a. IDA Reappointment — Paul Utz & Michael Snider***

Supervisor Yowell made a motion to appoint Paul Utz and Michael Snider to the IDA, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### **INFORMATION & CORRESPONDENCE**

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#### **15. VDOT Follow-Up – Speed Studies and Traffic Light Timing – County Administrator**

The County Administrator advised the Board of roads that have received requests for speed studies: Pea Ridge, Forest Drive, and Tibbs Shop Road. The recommendation for VDOT for Forest Drive was not to have a speed study. The traffic lights for Route 29 at the exits of Oak Park Road and Fishback road will be looked at by VDOT.

⇒ *Supervisor Jewett: Stated that the light at the exit of Fishback was definitely off.*

#### 16. Upcoming Public Hearing On 6/28/22 – Consideration of Purchasing Rescue Squad Building

The County Administrator advised of the upcoming public hearing for the potential purchase of the Rescue Squad Building. Also advised the Board of a possible hearing in the future for an abandonment request by VDOT. Also said that he would look for guidance from the Board regarding how they would like to proceed with the issue at Washington Circle.

The Board asked the County Administrator to proceed with gathering quotes for dealing with Washington Circle.

The County Administrator advised the Board of a request by Woodberry Forest regarding bond language separate from their multi-purpose facility. The IDA meeting for the facility will be on June 30<sup>th</sup>.

#### **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

#### **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Section:

- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(7) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **As a result of the Closed Session, the Board took the following action(s):**

Supervisor Yowell made a motion to approve concurrent resolution and to include the withdrawal and transition agreement, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **ADJOURN**

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With there being no further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: June 28, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, June 14, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 05/24/22
2. Approve: Minutes from 06/01/22
3. Supplemental #28: Year-End Cost Center Adjustments and Use of Contingency (\$58,000)

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

4. Thrift Road Property Update – County Attorney
5. Criglersville School Property Update – County Administrator
6. Appointment of Emergency Services Coordinator — County Administrator

**New Business**

7. Three Party VATI Agreement – County Administrator
8. Supplemental #29: Circuit Court PA System Replacement/Use of Contingency (\$20,000) – County Administrator

***8a. Supplemental #30: Lawn Mower Replacement (\$14,000)***

9. Financial Update – Bobby Frye
10. FY23 Budget Appropriation Resolution – Bobby Frye
11. FY23 Capital Budget Appropriation Resolution – Bobby Frye
12. Share Shed Memorandum Of Understanding – County Administrator

***12a. Graves Mountain Lodge — Fourth of July Festival Permit***

13. Professional Engineering Term Contracts – County Administrator
14. Sheriff Department Gun Disposal Discussion – County Administrator

***14a. IDA Reappointment — Paul Utz & Michael Snider***



**Information/Correspondence**

15. VDOT Follow-Up – Speed Studies and Traffic Light Timing – County  
Administrator

16. Upcoming Public Hearing On 6/28/22 – Consideration of Purchasing Rescue  
Squad Building

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, June 28<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #23 — June 28th

At a regular meeting (#2) of the Board of Supervisors on Tuesday, June 28<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

#### *New Business*

*7a. Fireworks Permit for Rodney Frazier*

*7b. Fireworks Permit for Bald Top Brewing*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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1. Approve: Minutes from 06/14/22

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## SPECIAL APPEARANCES

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### PUBLIC HEARING

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#### 2. Consideration: Purchase of the Rescue Squad Building

The County Administrator gave a brief summary of the proposed purchase of the Rescue Squad Building from the Madison County Volunteer Rescue Squad. This summary included an overview of the price negotiated, the estimated amount of money to develop the alternate EMS sites on Gate Road and Fairground Road, and an overview of the current lease in place for the building that EMS is currently housed in.

- *Supervisor Yowell: Asked the County Administrator who, from staff, had been through the facility.*

The County Administrator responded that only he had been through it recently, but some staff have previous knowledge of the building from having worked on the rescue squad previously.

Noah Hillstrom advised that the building has not been inspected and that he would like to walk through it before purchasing it. Previous members of the squad have also expressed concerns over waters leaks and asbestos.

- *Supervisor Yowell: Asked Mr. Hillstrom if there was a possibility that EMS would be better off staying where they're currently at.*

Mr. Hillstrom responded that the squad is good at making things work, but said that he thought they were at a time where more thought could be put into the decision.

Chairman Jackson opened the floor to public comment on the consideration of the purchase of the Rescue Squad Building.

**Eleanor Montgomery:** Advised that she believed the public needed more than two weeks notice to review the potential purchase. Asked the following questions:

- Whose idea it was for the County to purchase the building?
- What the Rescue Squad will do with the money after the building is purchased?
- Why—if the building wasn't good enough for the squad—would it then be good enough for EMS?
- What is required to bring the building up to code for EMS?
- What will the renovation of the building cost?

Also stated that she did not see extra funds in the budget for the purchase and renovation of the building and did not want her taxes increased for the decision. Advised that she believed it would be better for the Rescue Squad to donate the building to County.

**Nick McDowell:** Asked why the Squad would want to sell the building for \$500,000 when they are currently in the process of liquidating their assets—would like to know what their plan is and for it to be made public. Advised that the building hasn't been evaluated by a competent mechanical or civil engineer, had its HVAC, electrical, or water systems certified as suitable for use by a 24/7 organization, and has not been evaluated by EMS as suitable for its purposes.

Asked if the building is suitable for future expansion. Asked about possible future consolidation of emergency services in the County. Asked that the County consider using the building for something else or possibly holding onto it and trying to sell it for a profit if they go through with the purchase. Urged the Board to vote against the proposal and to establish a committee to examine the current and future needs of the EMS department and other related departments to provide a recommendation in the future.

**Jim Smith**: Stated that the Squad had been seeking to expand and may not have put as much effort towards maintenance of the current property as they should have; questioned if engineering assessments have been completed. Asked if the Squad had sought a fairness opinion for their assets and if the Board had received a independent certified appraisal of the property. Also asked if the Board had given more thought to building at the Hoover Ridge site instead. Asked why the Squad is selling the building instead of simply giving it to the County. Stated that more due diligence needed to be performed.

**\*\*A copy of Mr. Smith's extended remarks is available at the end of these minutes.\*\***

**Nan Coppedge**: Stated that the building was supported by the County and by the public; thought that the Squad should give the building to the County rather than selling it. Proposed the Board hold a future discussion on how the purchase would affect the future.

**Shirley Anne**: Said she was amazed at the generosity of the community with regards to the Rescue Squad. Questioned why the Squad would sell the building; asked the current Squad members to return the building to the citizens who have paid for it over the years. Stated that she didn't think the building was a good use of the County's funds/taxes. Asked the Board to reconsider the purchase and look to alternatives for future operations.

**Joe May**: Stated that an engineer needed to walk through the building before looking at purchasing it. Stated that he was disturbed that the Squad would not give up the building given the amount of money that the County had given to the Squad over the years. Wanted to know what the Squad would do with the \$500,000.

**Jack Fray**: Stated that the location of Emergency Services is very important and that they are currently located almost in the direct center of the County as well as being close to other services such as the Volunteer Fire Department. Stated that the building needed improvement, but that it wasn't extreme. Wanted all Emergency Services to stay relatively close together.

With no further public comment being brought forth, the public comment opportunity for the consideration of purchasing the Rescue Squad building was closed.

- *Supervisor Yowell: Stated that he had talked with Steve Grayson about the proposal; said the Squad would use the money to set up a foundation to provide scholarships to Madison residents for EMT or other medical training and to donate back to other non-profits through grants directed at their foundation. Said he did not like the Fairgrounds road site due to the road being easy to jam; said that the town is an ideal spot. Stated that he*

*did not believe that the Squad had outgrown the building. Stated that he would like for the unsheltered EMS equipment to be protected by shelter.*

Mr. Helme commented that the top units are meant for outdoor use and not sheltered use.

- *Supervisor Yowell: Said that he believed that people had probably been thinking about what was going to happen to the building since the Squad was dissolved a few months ago. Said that the rent for where EMS is currently at is exorbitant. Said he did know if there was appetite to begin another million-dollar project. Stated that it was his opinion that the purchase would be a band-aid for 5-10 years.*
- *Supervisor Dawson: Stated that building a new facility right now would not be reasonable; other Counties had spent multiple millions on setting up new facilities and that the County would be better served by waiting.*
- *Supervisor Jewett: Said that the Squad not giving the building to the County was out of the Board's hands. Said that it was his expectation that the rent price for the building EMS was currently housed in would go up the following year. Stated that the facility would probably be adequate and that they do have the money to buy it, but it was not a permanent solution. Said that the County did not have a strategic plan for emergency services and that the County should look at getting a plan together before getting a new facility. Said taxes would be raised to make the payments for sitework and a new building. Said that the County would be facing some financial uncertainty in the coming years given a possible recession and RSA's splitting; with those things in mind, stated that he was not for building a new facility currently. Said that his recommendation was to table the motion pending further due diligence.*

Supervisor Jewett made a motion to table the consideration of the purchase of the Madison County Volunteer Rescue Squad building, seconded by Supervisor Yowell.

The County Attorney stated that an alternative to tabling the consideration would be to suggest an amendment to the contract to include a study period whereby the County could conduct due diligence and have an out clause at the same time. He advised the Board that they could take a vote on Supervisor Jewett's original motion to table in order to make way for a different motion with regards to the contract.

On Supervisor Jewett's original motion, the Board voted as follows:

***Aye: (0). Nay: Jackson, Yowell, Hoffman, Dawson, Jewett.***

- *Supervisor Hoffman: Stated that she had met with Steve Grayson and asked him to sell the building for cheaper and that the \$500,000 was a firm amount. Said that she was not in favor of waiting and wanted the Board to go ahead and buy the property and fix it up as necessary. Said that, in response to claims that the Rescue Squad could give the County the building, that they could not just give the building over to the County.*

The County Attorney advised Supervisor Hoffman that the Rescue Squad could give the building to the County if they wanted to.

- *Chairman Jackson: Advised that the Board had \$650,000 that came back from the Squad that they could use to purchase the building. Stated that it was unfortunate that the Squad would sell the building rather than giving it to the County. Stated that the building would be good for 5-10 years and then probably be repurposed for something else. Stated that the site-selection study was practically useless. Said he liked the town being the hub of operations. Also said that he believed the study would leave them in the exact same place they started at.*

Supervisor Yowell made a motion to approve Resolution No. 2022-10 to purchase the Rescue Squad Building, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman. Nay: Dawson, Jewett.***

## **OLD BUSINESS**

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### **3. Thrift Road Update — County Attorney**

The County Attorney provided a brief update to the Board of Supervisors regarding the sale of the Thrift Road property. A new public notice has been requested by the title company, so a new public hearing will be held on the Board's second regular meeting in July.

### **4. Criglersville School Property Update — County Administrator**

The County Administrator provided a brief update to the Board regarding the sale of the Criglersville School property. Advised the Mr. Schapiro is currently seeking rezoning of the property to M1. Likely public hearing on the July 20<sup>th</sup> workshop.

## **NEW BUSINESS**

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### **5. Resolution #2022-10 — Acquisition of Rescue Squad Building**

### **6. Fireworks Permit: Senterfitt Farms**

Supervisor Hoffman made a motion to approve the Fireworks Permit for Senterfitt Farms, seconded by Supervisor Dawson.

***Aye: Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: Jackson.***

### **7. Fireworks Permit: Fants Tree Service**

Supervisor Hoffman made a motion to approve the Fireworks Permit for Fants Tree Service, Rodney Frazier, and Bald Top Brewing, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### ***7a. Fireworks Permit for Rodney Frazier***

### ***7b. Fireworks Permit for Bald Top Brewing***

### **8. VASAP Policy Board Appointment — Jeff Early**

The County Administrator advised of a letter received from VASAP requesting Mr. Early's reappointment to the policy board and that Mr. Early had expressed his consent for reappointment.

Supervisor Yowell made a motion to reappoint Jeff Early to the VASAP Policy Board, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 9. Speed Study Request — Hurt Hollow Road (Rt. 737)

The County Administrator advised of a citizen complaining of speeding along Hurt Hollow Road. The speed study request would include the whole road.

- *Chairman Jackson: Asked if it would be more expensive to get a traffic count on the road as well.*

The County Administrator said he believed that the traffic count would be part of the speed study, but that he would check.

The Board approved the speed study request for Hurt Hollow Road.

### INFORMATION & CORRESPONDENCE

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#### 10. REC Update

The County Administrator advised that he had recently attended a webinar with REC regarding supply chain disruptions. REC requested patience from localities with events like repair and new construction.

- *Supervisor Yowell: Asked if EMS and the Emergency Management Coordinator needed to be informed.*

The County Administrator informed the Board that both departments were aware.

### DISCUSSION

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#### 11. TOT and Meals Tax Remittance

The County Administrator advised the Board that the Treasurer and Commissioner of Revenue would like to realign the Transient Occupancy Tax Remittance Tax and Meals Tax date. They would like to see them be moved to the 20<sup>th</sup> of the month. The County Administrator recommended a public hearing be held on the request at the July 26<sup>th</sup> meeting.

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### CLOSED SESSION

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### ADJOURN

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: July 6, 2022





**Agenda**  
**Board of Supervisors**  
**Tuesday, June 28, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 06/14/22

**Special Appearances**

**Public Hearing**

2. Consideration: Purchase of the Rescue Squad Building

**Old Business**

3. Thrift Road Update
4. Criglersville School Property Update

**New Business**

5. Resolution #2022-10 — Acquisition of Rescue Squad Building
6. Fireworks Permit: Senterfitt Farms
7. Fireworks Permit: Fants Tree Service
- 7a. Fireworks Permit for Rodney Frazier*
- 7b. Fireworks Permit for Bald Top Brewing*
8. VASAP Policy Board Adjustment — Jeff Early
9. Speed Study Request — Hurt Hollow Road (Rt. 737)

**Information/Correspondence**

10. REC Update

**Discussion**

11. TOT and Meals Tax Remittance

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Wednesday, July 6<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #24 — July 6th

At a joint meeting of the Board of Supervisors and the Planning Commission on Wednesday, July 6<sup>th</sup> at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

**\*\*The Board of Supervisors portion of the meeting came into session after the Planning Commission had adjourned.\*\***

#### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

#### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

#### PUBLIC HEARING

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- A. Case No. RZ-07-22-16: Madison Land Holdings, LLC has applied to rezone a 2.08-acre parcel from R1 (limited residential) to B1 (business). An existing single-family dwelling is located on the parcel and its address is 1173 Fishback Road, Madison, Virginia. The parcel is identified on Madison County's Tax Maps as 40-19A.

Chairman Jackson opened the floor to public comment on the current case. With no public comment being brought forth, the public comment opportunity was closed.

- *Supervisor Yowell: Asked for a clarification on the first condition of the proffer; wanted to know if the hookup to public sewer and water would be “at the owner’s expense”. Asked that language be added into the proffer to make it clearer.*

The County Attorney responded that they could add the language “at landowner’s expense” after the word “is available” in the first sentence of the first proffer.

Mr. O’Bannon was amenable to the proposed change.

Supervisor Yowell made a motion to approve Case No. RZ-07-22-16 as recommended by the Planning Commission with the following four proffers:

1. If/when the parcel’s existing single-family dwelling is demolished and a commercial development is constructed, this commercial development shall be connected to public water and sewer if capacity is available at the landowner’s expense. As determined by Rapidan Service Authority (RSA) if public water and/or sewer is not available to the subject parcel, the parcel shall be served by a private well and septic system to be approved by the Virginia Department of Health.
2. The parcel’s signage shall be limited to a monument style sign attached to a base/foundation not to exceed a total height of eight (8) feet from the ground and wall sign(s) affixed to a building(s).
3. The parcel’s by-right business/commercial uses shall be limited exclusively to those uses identified in articles 8-1-1 (retail store), 8-1-2 (service business) and 8-1-3 (public uses) as listed in the County’s zoning ordinances.
4. For the parcel’s internal vehicular traffic an “inter-parcel” road connection to the adjoining parcel’s (TM 40-20) B1 (business) zoned area shall be made.

Seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

- B. Case No. SU-07-22-17: Mikolaj Vivaldi has applied for a special use permit to operate an automotive repair shop on a 355.5-acre A1 (agriculture) zoned parcel. In the A1 zoning district, an automotive repair shop is allowable by special use permit. The proposed shop would operate from an existing accessory structure located on the parcel. The parcel contains two address points, 6726 and 6730 S. Seminole Trail, Rochelle, Virginia. The parcel is identified on Madison County’s Tax Maps as 55- 22.

Chairman Jackson opened the floor to public comment on the current case. With no public comment being brought forth, the public comment opportunity was closed.

Supervisor Dawson made a motion to approve Case No. SU-07-22-17, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

The County Administrator questioned if the motion took into account the previously proposed date change by the Planning Commission.

Supervisor Dawson indicated that his motion was inclusive to the Planning Commission's recommendation of a date change on the proffers.

- C. **Case No. S-07-22-18**: Woodberry Forest School has submitted a Site Plan to construct a multi-purposed athletic building on its campus. The building is proposed to be roughly 23,215 square feet, and be utilized for basketball, pickle ball and various other recreational activities. The total site disturbance would be 0.99 acres (~ 43,122 sq.ft.). The building would be near/off "Tiger Drive" and is located on Madison County Tax Map 66-8.

Chairman Jackson opened the floor to public comment on the current case. With no public comment being brought forth, the public comment opportunity was closed.

- *Supervisor Jewett: Asked the County Attorney if he should recuse himself from the vote for this case as he is an adjacent landowner to the property.*

The County Attorney responded that he would not need to recuse himself unless he was an owner of Woodberry Forest School.

Supervisor Hoffman made a motion to approve Case No. S-07-22-18 as recommended by the Planning Commission, seconded by Supervisor Yowell.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

- D. **Case No. OA-07-22-19**: It is proposed to amend Madison County's subdivision ordinance and add an article 4-2-3. This proposed amended/new article 4-2-3 would be as follows: 4-2-3 (Periodic partial and final release of any bond, escrow letter of credit, or other performance guarantee) The County shall have 30 days from receiving written notice from a landowner, subdivider, or developer, et al. to inspect projects to confirm the bonded work and improvements have been completed in compliance and conformity with the terms of a performance bond. After confirmation, the County shall release that portion of the bond for which the improvements/construction has been completed. If all bonded work and improvements have been completed, then the entire bond will be released. (Code of Virginia section 15.2-2245 (A), (B), (C), (D), (E) and (F), as amended).

Chairman Jackson opened the floor to public comment on the current case. With no public comment being brought forth, the public comment opportunity was closed.

Supervisor Yowell made a motion to approve Case No. OA-07-22-19 as recommended by the Planning Commission, seconded by Supervisor Jewett.

The County Attorney asked for clarification on whether it was the intention of the motion to adopt the ordinance as presented.

Supervisor Yowell amended his previous motion to state “to adopt Case No. OA-07-22-19 as recommended by the Planning Commission”, with Supervisor Jewett amending his second for the amended motion. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## DISCUSSION

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## PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

## CLOSED SESSION

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## ADJOURN

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: July 12, 2022



**Agenda**  
**Board of Supervisors & Planning Commission**  
**Wednesday, July 6, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Public Hearing**

- A. **Case No. RZ-07-22-16:** Madison Land Holdings, LLC has applied to rezone a 2.08-acre parcel from R1 (limited residential) to B1 (business). An existing single-family dwelling is located on the parcel and its address is 1173 Fishback Road, Madison, Virginia. The parcel is identified on Madison County's Tax Maps as 40-19A.
- B. **Case No. SU-07-22-17:** Mikolaj Vivaldi has applied for a special use permit to operate an automotive repair shop on a 355.5-acre A1 (agriculture) zoned parcel. In the A1 zoning district, an automotive repair shop is allowable by special use permit. The proposed shop would operate from an existing accessory structure located on the parcel. The parcel contains two address points, 6726 and 6730 S. Seminole Trail, Rochelle, Virginia. The parcel is identified on Madison County's Tax Maps as 55- 22.
- C. **Case No. S-07-22-18:** Woodberry Forest School has submitted a Site Plan to construct a multi-purposed athletic building on its campus. The building is proposed to be roughly 23,215 square feet, and be utilized for basketball, pickle ball and various other recreational activities. The total site disturbance would be 0.99 acres (~ 43,122 sq.ft.). The building would be near/off "Tiger Drive" and is located on Madison County Tax Map 66-8.
- D. **Case No. OA-07-22-19** – It is proposed to amend Madison County's subdivision ordinance and add an article 4-2-3. This proposed amended/new article 4-2-3 would be as follows: 4-2-3 (Periodic partial and final release of any bond, escrow letter of credit, or other performance guarantee) The County shall have 30 days from receiving written notice from a landowner, subdivider, or developer, et al. to

inspect projects to confirm the bonded work and improvements have been completed in compliance and conformity with the terms of a performance bond. After confirmation, the County shall release that portion of the bond for which the improvements/construction has been completed. If all bonded work and improvements have been completed, then the entire bond will be released. (Code of Virginia section 15.2-2245 (A), (B), (C), (D), (E) and (F), as amended).

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, July 12<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #25 — July 12th

At a regular meeting (#1) of the Board of Supervisors on Tuesday, July 12<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Joe May:** Read from an agreement created by some members of the community; stated that Supervisors Yowell and Hoffman acted ex parte for Steve Grayson in his capacity as president of the Rescue Squad with regards to the Board's purchase of the Squad building. Stated that all but one members of the public who spoke at the meeting raised concerns about the purchase and requesting more work be done. Also asked that the Commissioner of Revenue be brought in to explain how he assessed value of vehicles and the property tax itself.

**Jim Smith:** Read comments from Kim Smith; Ms. Smith criticized the manner in how suitability for the purchased and stated that the Board approached the manner in a lackadaisical way not in line with due diligence. Asked the Board to consider the public's response and to delay the purchase.



With no further public comment being brought forth, the public comment opportunity was closed.

## CONSENT AGENDA

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1. Approve: Minutes from 06/28/22
2. Approve: Minutes from 07/06/22

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## SPECIAL APPEARANCES

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3. Supplemental #31: Request from School Board (\$615,000)  
Anna Graham and Tina Cropp were both present and provided a brief overview of the School Board's request for funds.

- *Supervisor Yowell: Asked if the ESSER funding was like the CARES funding where the money was sent to them and is currently sitting in the bank to be transferred over to the schools.*

Ms. Cropp responded that it would be a reimbursement.

- *Chairman Jackson: Asked which item on the supplement would be pulled from ESSER 3.*

The County Administrator responded that the three rounds of ESSER funding would be discussed at a future meeting between him, Bobby Frye, and Tina Cropp.

- *Chairman Jackson: Asked if ESSER 1, 2, and 3 would be available until 2024.*

Ms. Cropp replied that it would depend on which ESSER was being pulled from; all of the end at different times.

- *Chairman Jackson: Asked if the school had used all of the ARPA money.*

Ms. Graham responded that ESSER 3 is also called ARPA.

Supervisor Yowell made a motion to approve Supplemental Appropriation #31, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

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**Facilities** — Moonie Frazier was present and advised the Board of the following:

- Getting pricing on Courthouse roof painting
- Auction closed out; ~\$37,000 made

**Building & Zoning** — Ligon Webb was present and advised the Board of the following:

- Finalizing private road changes

- Advised that the Criglersville rezoning is in the works; will move forward on the August 3<sup>rd</sup> Joint Meeting

**Planning Commission** — Nathan Cowan was present and advised the Board of the following:

- Two ordinance amendments; 4 houses on one private drive revision and the proposed ADU amendment

**Economic Development & Tourism** — Tracey Gardner was present and advised the Board of the following:

- Fielding lots of Taste of the Mountains and Parade calls
- Anniversary of Hoover Ridge coming up
- Tourism Committee meeting July 14<sup>th</sup>
- Quad-County Business Summit October 12<sup>th</sup>
- Realtor Roundtable July 20<sup>th</sup>
- Virginia 250 Committee having a resolution worked on

**Finance** — Michele Thacker was present and advised the Board of the following:

- Still working on Tyler training
- Closing out FY22; Opened FY23

**Emergency Management** — Gavin Helme was present and advised the Board of the following:

- MCI Trailer almost ready for service
- IAP Complete for Madison County Fair
- Rescue Task Force Equipment ready to be deployed

**EMS** — Noah Hillstrom was present and advised the Board of the following:

- 148 calls; 10 minutes average response time
- Fully staffed
- Did not receive Rescue Squad Assistance Grant
- *Supervisor Yowell: Asked how much the RSAF grant is typically and what the cycle for the grant is.*

Mr. Hillstrom responded that the grant is done two times per year and the value depends on how much they ask for.

**E911** — Brian Gordon was present and advised the Board of the following:

- Next Gen 911 complete
- Hoover Ridge site is ready for installation
- Beautiful Run and Blakey radio sites have new generators placed
- Lines being run at Blakey this week
- *Supervisor Dawson: Asked if transfer switches will be coming with the generators.*

Mr. Gordon replied that the new transfer switches are already in place.

**IT** — Bruce Livingston was present and advised the Board of the following:

- Desktop rebuilds going good
  - Two applications in for the IT position
  - Putting new phones in at the Animal Shelter
  - State released new cybersecurity requirements
  - Avenity & Tyler database testing
  - New PA has parts on back-order; possible September 1<sup>st</sup>
- *Chairman Jackson: Asked if the upgrades to the desktops would possibly slow down or decrease the amount of trouble tickets.*

Mr. Livingston replied that it wouldn't necessarily slow them down, but that it would help employees speed up.

**DSS** — Valerie Ward was present and advised the Board of the following:

- Down 5 staff members
- 15 children in foster care
- 6 young people in fostering futures
- CSA expenses significantly lower right now
- Cooling assistance season in swing
- Uptick in people needing help with electric bills
- Working on some back-to-school programming
- Currently working with RRCSB on future crisis services

## **OLD BUSINESS**

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### 4. Thrift Road Update — Jonathon Weakley

The County Administrator gave a brief overview of the current status of the sale of the Thrift Road property. A new public hearing will be held on July 26 to address questions about the language of the first public hearing's advertisement.

### 5. Criglersville Update — Jonathon Weakley

The County Administrator gave a brief overview of the timeline concerning the sale of the Criglersville School property.

## **NEW BUSINESS**

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### 6. RFP for Upcoming VATI Grant

The County Administrator gave a brief overview on the RFP for the VATI Grant concerning bringing more broadband opportunities into the County. He advised that they had been in contact with the Thomas Jefferson Planning District to search for RFPs for underserved areas in the County and the RFP is currently live on the eVA website.

- *Supervisor Yowell: Asked about the August 8<sup>th</sup> date and why it wasn't on the provided timeline.*

The County Administrator replied that the August 8<sup>th</sup> date is in regards to the RFP and is not part of the provided VATI timeline.

#### 7. EMS Facility Renovation Committee

The County Administrator gave a brief overview on the recommendation to set up a renovation committee before moving forward with any improvements for the recently purchased Rescue Squad building.

Supervisor Yowell made a motion to form an EMS Renovation Committee made up of staff as nominated by the County Administrator and Charlotte Hoffman and Dustin Dawson from the Board of Supervisors, seconded by Supervisor Jewett.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### 8. RSA Update

The County Administrator gave a brief update with regards to the recent special meeting of RSA where the Withdrawal Resolution was passed. The Counties now have 45 days to hold a public hearing and pass any additional ordinances or resolutions. There is currently a resolution to be considered on July 26<sup>th</sup>.

### INFORMATION & CORRESPONDENCE

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#### 9. REC Update

The County Administrator advised the Board of a notice received by REC of two upcoming rate increases for the coming months.

#### 10. VDOT Update

The County Administrator advised the Board of updates received from VDOT. The report included information the following:

- Still looking at the traffic light on Route 29
- Do not have final information on the recently requested speed studies
- The County Administrator will be meeting with VDOT on the 15<sup>th</sup> to discuss the Turner Drive issues
- Criglersville Bridges meeting in early August to discuss how to maintain the bridges

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

**Clint Hyde:** Advised that he and the County had done a VATI grant proposal in the past; stated that they had been previously docked on their score from the municipality not investing enough in the project. Asked the Board what resources they would be willing to provide for a new VATI proposal.

### CLOSED SESSION

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### ADJOURN

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: July 26, 2022



**Agenda**  
**Board of Supervisors**  
**Tuesday, July 12, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 06/28/22
2. Approve: Minutes from 07/06/22

**Special Appearances**

3. Supplemental #31: Request from School Board (\$615,000)

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

4. Thrift Road Update — Jonathon Weakley
5. Criglersville Update — Jonathon Weakley

**New Business**

6. RFP for Upcoming VATI Grant
7. EMS Facility Renovation Committee
8. RSA Update

**Information/Correspondence**

9. REC Update
10. VDOT Update

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

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# MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, July 26<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

## MEETING #26 — July 26th

At a regular meeting (#2) of the Board of Supervisors on Tuesday, July 26th at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Joe May:** Provided the Board with a sheet on the statistics of the SOL scores for Madison County. Stated that the scores, irreverent of race, were dismal and that pay raises and teacher bonuses needed to stop until the scores improved.

**Mike Sherman:** Commented that the SOL scores that were previously presented were probably from the previous administration rather than the current. Further commented on the tax proposal on the agenda and stated that reform is hard and that the Board needed to look towards the future with regards to changes to the tax code.

With no further public comment being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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1. Approve: Minutes from 07/12/22

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## **SPECIAL APPEARANCES**

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2. RRCSB Annual Update — Jim LaGrafte

Mr. LaGrafte was present and gave a brief review to the Board on the RRCSB's activities and provided a year-end review for the organization.

⇒ *Supervisor Yowell: Asked about what community options were lost with regards to the part of the presentation on state hospital beds.*

Mr. LaGrafte responded that certain localities had access to a Crisis Stabilization Unit and that Madison did not; these units serve as an alternative to a state hospital bed placement.

⇒ *Supervisor Yowell: Asked if RRCSB did case management.*

Mr. LaGrafte responded that, under Virginia Code, they did do case management and provided nearly all of the case management for cases specifically dealing with mental health issues and intellectual development disabilities.

⇒ *Supervisor Yowell: Asked how long RRCSB would follow somebody for case management.*

Mr. LaGrafte said that it would depend on the individual; for cases dealing with intellectual disabilities for example, they would follow them throughout their entire life for case management, while other issues such as substance abuse disorder would depend on the treatment team deciding that the person had progressed far enough in their recovery that they would no longer need case management.

⇒ *Supervisor Yowell: Asked if the facility Mr. LaGrafte had brought up in his presentation was the Boxwood Restaurant.*

Mr. LaGrafte responded that the Boxwood program was originally at the location of the restaurant, but has since moved from that location.

⇒ *Chairman Jackson: Asked if the trends RRCSB were looking at regarding ECOs were steady or going down.*

Mr. LaGrafte responded that they were not seeing a downward trend with ECOs. Supervisor Hoffman: Asked what kinds of other sources were contributing to RRCSB's funding in the "Other" category listed on the presentation.



Mr. LaGrafte responded that the “Other” category included funding received from sources such as Medicaid transportation reimbursements, grants, individual fees, etc.

## **PUBLIC HEARING**

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### **3. Disposition of Thrift Road Property**

The County Attorney gave a brief overview of the agenda item by stating that the current public hearing was to provide the title company who was purchasing the building some specific language in the disposition ordinance. The County Attorney recommended that the Board take a roll-call vote at the end of the public hearing. He also stated that they would need a resolution from the Madison County American Legion Post to deal with some right-of-way issues.

⇒ *Supervisor Yowell: Asked if the ordinance from the American Legion Post would be provided later on.*

The County Attorney responded that the American Legion Post issue would not be a hearing or ordinance for the Board, but for the leadership of the American Legion Post. Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### **4. Ordinance #2022-3**

Supervisor Yowell made a motion to approve Ordinance #2022-3, seconded by Supervisor Hoffman. Chairman Jackson called for a roll-call vote that proceeded as follows:

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## **PUBLIC HEARING**

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### **5. Amending Chapter 24, Articles VI and VII**

The County Administrator gave a brief overview of the proposed changes to Chapter 24.

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### **6. Ordinance #2022-4**

Supervisor Hoffman made a motion to approve Ordinance #2022-3, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

The County Administrator advised the Board of a correction of the date in the ordinance to only refer to the 20th and not the 15th.

## **OLD BUSINESS**

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## **NEW BUSINESS**

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7. Resolution #2022-11 — RSA Withdrawal & Transition Agreement + Greene County Withdrawal Approval

The County Attorney advised the Board that the resolution tonight was the agreement negotiated by the Chairman of the three respective Boards of Supervisors and would serve to ratify the terms and conditions of the agreement.

Supervisor Yowell made a motion to approve Resolution #2022-11, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

8. Personal Property Tax

The County Administrator advised the Board of the changing valuation of personal property and informed them of an analysis conducted by the Commissioner of the Revenue, the Treasurer, and the finance consultant.

Brian Daniel was present and advised the Board of the numbers provided on the possible scenarios regarding reductions to the personal property tax and the removal of the vehicle license fee. Also advised of a potential scenario put forth by Supervisor Jewett that involved leaving the vehicle license fee and adjusting the rate down.

⇒ *Supervisor Jewett: Advised of his proposal as introduced by the Commissioner. Asked the Board to consider keeping the floor under all vehicles to help pay for County services.*

⇒ *Supervisor Yowell: Said that it looked to him that people with the lowest assessed vehicles were effectively paying more taxes. Stated that he believed the Board could advertise with \$3.20 as a ceiling and license fee and possibly go down later on.*

The County Administrator advised that they could advertise at the ceiling and later go down, but could not increase the ceiling amount without having another public hearing.

The Board tentatively agreed to advertise for a public hearing on Personal Property Taxes with a rate of \$3.20 and the vehicle license fee included.

The County Administrator advised the Board that, normally, the Commissioner of the Revenue would need this information by September 1st, but he will be applying for an extension. Asked the County Attorney if the Board could advertise then remove the fee later on.

The County Attorney responded that he believed they could.

The County Administrator advised the Board that it may be appropriate for the advertisement to reflect what the Board had already taken action on with regards to forestry equipment.

The Board agreed with the County Administrator to have the advertisement reflect what was done with the forestry equipment.

## 9. Cancellation of August 3rd Joint PC Meeting

Supervisor Yowell made a motion to cancel the August 3rd Joint Meeting with the Planning Commission, seconded by Supervisor Dawson.

The County Attorney recommended that Supervisor Yowell amend his motion to reflect that the Board will only be canceling their portion of the meeting and not the Planning Commission's. Supervisor Yowell amended his motion to reflect that the Board would be canceling only their portion of the Joint Meeting on August 3rd, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## INFORMATION & CORRESPONDENCE

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### 10. August 23rd Public Hearing / Amending RSA's Bylaws

The County Administrator made the Board aware that he had reached out to a Congressional aide about the Verizon outage in the Etna area of the County; stated that 10 days with no phone service was unacceptable. Stated that he was attempting to establish rapport with someone at Verizon.

⇒ *Chairman Jackson: Asked if the Board would be having another public hearing on the 23rd.*

The County Administrator advised that there would be a public hearing on the 23rd to amend RSA's Articles of Incorporation to state that it would be comprised of just Orange and Madison. The County Attorney gave a brief overview of the changes and informed the Board that the RSA Board would be moving from a 6-person Board to a 5-person Board with Madison having 2 members and Orange having 3 members.

The County Administrator advised that he believed that the tower will be constructed at the Hoover Site by next week. The prefab building should come shortly after. Advised of continuing due diligence at the Hughes River Site.

⇒ *Chairman Jackson: Advised of the 20th Anniversary of Hoover Ridge on Sunday; events will be from 2:00PM to 6:00PM.*

The County Attorney advised that Mr. Shackleford's service was held the on the previous Saturday.

## PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Mike Sherman:** Stated that he appreciated the Board at least talking about lowering taxes. Asked the Board to consider what they would need a tax for and what they would use the money for. Asked the Board to think about what they must do rather than what they could do with taxes. Asked the Board to impose the least amount they could on the citizens.

**Jed Buchanan:** Thanked the Board for looking out for the citizens in Etlan.

**Mesha Jones:** Stated that she had questions for Mr. LaGrafte about the RRCSB. Stated that they offer great benefits to the County, especially for senior citizens. Stated that RRCSB had a lot of resources and would like to know how they are communicating with the schools about the resources they can provide.

With no public comment being brought forth, the public comment opportunity was closed.

#### **CLOSED SESSION**

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#### **ADJOURN**

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: August 9, 2022



**Agenda**  
**Board of Supervisors**  
**Tuesday, July 26, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 07/12/22

**Special Appearances**

2. RRCSB Annual Update — Jim LaGrafte

**Public Hearing**

3. Disposition of Thrift Road Property
4. Ordinance #2022-3

**Public Hearing**

5. Amending Chapter 24, Articles VI and VII
6. Ordinance #2022-4

**Old Business**

**New Business**

7. Resolution #2022-11 — RSA Withdrawal & Transition Agreement +  
Greene County Withdrawal Approval
8. Personal Property Tax
9. Cancellation of August 3<sup>rd</sup> Joint PC Meeting

**Information/Correspondence**

10. August 23<sup>rd</sup> Public Hearing / Amending RSA's Bylaws

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, August 9<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #27 — August 9th

At a regular meeting (#1) of the Board of Supervisors on Tuesday, August 9<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

The County Administrator advised of the following changes to the agenda:

*Consent Agenda*

*1a. Supplemental Appropriation #32 — Transfer Station (\$25,000)*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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1. Approve: Minutes from 07/26/22

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

***1a. Supplemental Appropriation #32 — Transfer Station (\$25,000)***

Michele Thacker was present and advised the Board of the funds needed to cover the overage at the Transfer Station.

Supervisor Yowell made a motion to approve Supplemental Appropriation #31, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

- *Supervisor Jewett: Asked if the Board was contractually obligated to pay the overage charge for the transfer station.*

The County Administrator responded in the affirmative with the explanation that paying the overage charge is stipulated in the contract between the County and the Transfer Station operators.

**SPECIAL APPEARANCES**

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**2. Rural Madison — Khalil Hassan**

Khalil Hassan was present and advised the Board of the current status of the Share Shed.

- *Chairman Jackson: Asked how often the cleanouts were being performed on the Share Shed.*

Mr. Hassan responded that the cleanouts would generally occur once a month.

Mr. Hassan also spoke about a VDOT issue regarding Lindsay Lane; specifically, a washout that frequently occurs at the stop sign for the road due to a culvert blockage. Mr. Hassan then asked if there was an update on the swinging bridges at Criglersville.

The County Administrator advised the Board that the bridges were under item #9 of the agenda and stated that he would be open to completing that item early if the Board so desired.

The Board agreed to have the County Administrator complete item #9 of the agenda early.

**9. VDOT Update**

The County Administrator spoke on the issue of the swinging bridges at Criglersville. He stated that VDOT had met with a citizen group within Criglersville and had determined that they could perform work on the swinging bridge near Lindsay Lane to bring it up to their standards and then transfer ownership of that bridge to either the County or someone else. The citizen group is looking to obtain an easement with the landowner for long-term ownership of the swinging bridge.

- *Supervisor Yowell: Asked if the citizen group had provided a reason on what the hold up was on creating their foundation / non-profit.*

The County Administrator responded in the negative.

## **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

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**Facilities:** Moonie Frazier was present and advised the Board of the following:

- Fire inspection on generator at Fire Department
- Commonwealth's Attorney's office; contractors have said that shingles on the roof need to be replaced as soon as possible
- Engineers at Criglersville looking for underground tanks
- All items from the bus shop have been removed

➤ *Chairman Jackson: Asked if Moonie had received prices on both shingles and metal from the contractors.*

Mr. Frazier responded in the affirmative.

**Parks & Rec:** Jerry Carpenter & Lindsay Von Herbulis were both present and advised the Board of the following:

- August 12<sup>th</sup> — Movies in the Park
- August 20<sup>th</sup> — Music in the Park
- September 9<sup>th</sup> — Movie in the Park
- October 22<sup>nd</sup> — Halloweenfest & Movies in the Park
- October 29<sup>th</sup> — Haunted Woods
- November 9<sup>th</sup> — Heroes and Villains Dodgeball
- December 10<sup>th</sup> — Smores with Santa
- Fall Sports Deadline by August 15<sup>th</sup>
- Will be getting a robot paint machine to paint lines for sports fields

**Planning Commission:** Peter Work was present and advised the Board of the following:

- Proposed Zoning Ordinances on Short Term Lodging Units, ADUs, and Private Driveways
- Getting ready to work on Comprehensive Plan

**Commonwealth's Attorney:** Clarissa Berry was present and advised the Board of the following:

- Drug Court getting close
- Community Services Board has hired someone to take on outpatient drug treatment
- Busy with jury trials; may be double-booking in the future
- Will have another intern from the high-school shortly

**Commissioner of the Revenue:** Brian Daniel was present and advised the Board of the following:

- Working on public property
- Attended Blue Ridge Cigarette Tax Meeting last week
- 

**E911:** Brian Gordon was present and advised the Board of the following:

- Construction on tower has begun



- 1082 calls for service

➤ *Chairman Jackson: Asked if the “brain” for the radio services was in place yet.*

Mr. Gordon responded in the negative; said it would be installed at the Hoover Ridge site.

**EMS & Emergency Managements:** Noah Hillstrom was present and advised the Board of the following:

- Response time average of 8 minutes
  - Fully staffed
  - Recently started a patient satisfaction survey
  - Annual skill drill
- *Chairman Jackson: Asked if the skill drill was open for others to see. Also asked how many surveys had been done so far.*

Mr. Hillstrom responded that they were welcome to come view. Also stated that, so far, they had not received any surveys back.

- MCI trailer now in service
- Finalizing public assistance grant
- Prepping for standbys for various events scheduled in the future
- All-hazards training will have some staff going; costs covered by FEMA
- In Emergency Management training for the rest of the week

**Finance:** Michele Thacker was present and advised the Board of the following:

- Working on closing FY22
- Attended a webinar on forfeiture assets
- Tyler training now has chart of accounts

**Economic Development & Tourism:** Tracey Gardner was present and advised the Board of the following:

- Website hits went up to 12,000
- Never Dark Generators relocating into the NAPPA building
- VA250 Resolution for Virginia’s participation in American Independence

**Building & Zoning:** Ligon Webb was present and advised the Board of the following:

- Joint Meeting in September: Criglersville School moving forward, Solar Project also moving forward possibly in October or November
- 48 new single family dwelling this year — total last year was 76

**DSS:** Valerie Ward was present and advised the Board of the following:

- Staffing has stabilized
- Spike in SNAP requests
- Working collaboratively on back-to-school programming

- Back-to-school carnival this Saturday
- Thanked the citizens of Madison for coming out to help with the Kentucky flooding donations

## OLD BUSINESS

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### 3. Personal Property Tax & Vehicle License Fee — County Administrator

The County Administrator advised the Board that the PPT and Vehicle License fee had been advertised for public hearing and will be coming up in a future meeting.

### 4. FY23 VATI Internet Initiative RFP — County Administrator

The County Administrator provided an update on the VATI initiative and advised of the closed session on the agenda to review the applicants' proposals.

## NEW BUSINESS

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### 5. Proposed Hoover Ridge Outdoor Recreational Center Project — County Administrator & Recreation Coordinator (Lindsay Von Herbulis)

The County Administrator advised of a project idea from Parks & Rec to develop an outdoor recreational center at Hoover Ridge.

- *Chairman Jackson: Asked if the proposal was based on the PRA's decision to not exceed more than \$25,000 for an engineering RFP.*

The County Administrator responded in the affirmative.

Lindsay Von Herbulis was present and advised the Board of the proposed project at Hoover Ridge. A rendering of the project was presented with a general outline of what was envisioned for the development of the park.

- *Supervisor Yowell: Asked if the \$25,000 was all from donated money.*

Ms. Von Herbulis responded that not all of the money was from donations and included money from fundraising and contributions. It was not from operational costs.

Mr. Berry advised the Board of the grant he had been working on for the project and provided the Board with a brief overview of what funds were being requested and how the grant was structured.

Supervisor Yowell made a motion to authorize the County Administrator to move forward with PRA staff to secure a preliminary engineering report, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

The County Attorney asked about the Latin text on the copy of the rendering provided in the packet. It was explained that the updated version with English text was located on the current meeting's page on the County's website.

#### 6. Criglersville Purchase & Sale Agreements — County Administrator

The County Administrator advised the Board of a few changes to the purchase and sale agreement regarding the Criglersville School site. This included recognizing the residue identified by surveyor, a closing date to be held after zoning approval, and the need of construction to begin by 13 months after date of closing.

- *Supervisor Yowell: Asked about the property “being carried on the real estate rolls of the County”.*

The County Attorney responded that it will join the tax rolls once it is sold; as it is currently County-owned property, it is exempt.

### INFORMATION & CORRESPONDENCE

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#### 7. Upcoming Public Hearings

- a. 08/23/22 — Amending Personal Property Tax Rate & Vehicle License Fee
- b. 08/23/22 — Amending RSA Articles of Incorporation & Bylaws

The County Administrator advised the Board of the upcoming public hearings to be held on the 23<sup>rd</sup> of August.

#### 8. Verizon Update

The County Administrator advised the Board that he had established a point of contact with Verizon and that he had received some information regarding the ownership of the pole on Main Street.

#### 9. VDOT Update

The County Administrator advised that the speed study for Hurt Hollow had not come back yet and that the traffic light on Route 29 would be revisited due to a misunderstanding of what the issue was.

- *Supervisor Dawson: Asked if the County Administrator would be meeting with the Madison’s VDOT resident engineer regarding the Town of Madison.*

The County Administrator advised that he had spoken to the VDOT representative and stated that he and the Town Clerk would like to both meet with her again.

### DISCUSSION

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#### 10. Proposed Zoning & Subdivision Ordinance Amendments:

The County Administrator advised of the Planning Commission’s works on the provided amendments to the Zoning Ordinance.

- a. Mini-Storage Units

The County Planner advised of the changes to the Mini-Storage Units ordinance possibly to a special use on B1 zoning area.

- *Supervisor Yowell: Asked if, straw-poll wise, the Planning Commission agrees with the change.*

Mr. Webb responded in the affirmative.

Chairman Jackson advised that the Board was ready for public hearing on the Mini-Storage Units amendment.

b. Short-Term Lodging & Accessory Dwelling Units

The County Planner advised of the proposed changes to the short-term lodging policy and the accessory dwelling units ordinance.

- *Supervisor Yowell: Spoke on how he had received correspondence from a few individuals regarding the ordinance and how important it was for them to get it right.*

Peter Work commented that he believed there was a general consensus on the short-term lodging. For the accessory dwelling unit question, he stated that there were strong opinions on both sides of the proposal.

- *Supervisor Jewett: Asked how many current properties on A1 and C1 would fall into the addressed categories.*

Mr. Webb responded that they had looked the number up previously but that he didn't know it currently.

- *Supervisor Jewett: Said he could see the change as being advantageous for current residents who are having to compete with outside estate agents. Also said it could lead to a significant jump in density and growth in a worst case scenario. For owner-occupancy, he advised that he believed that, were the owner living at the property, better care would probably be taken of the property but that there were situations he could imagine where the eligibility could be lost if owner-occupancy was required.*
- *Supervisor Yowell: Stated that he wanted the ordinance to be written so that developers could not be taking advantage of the land and placing apartments on small parcels.*

**Leri Thomas**: Stated that people who have 6 acres in rural property often have their land in land use; asked if an ADU would come out of land use. Said the same would go for someone with 20 acres with timber use on their land. Asked if Mr. Webb had talked to people who engage in short-term rentals. Said that she thought that, with the way it was written, people could only stay for 30 days.

c. Private Roads

The County Planner advised of the proposed changes to the amount of lots on private roads. Stated that different numbers had been discussed, but had not been finalized.

- *Supervisor Yowell: Stated that, if you had 4 people on one road and then a couple more came in, you would need a road maintenance agreement. Asked if the newcomers would have to take up maintenance if the other 4 did not agree.*

The County Planner responded in the affirmative.

The County Attorney clarified by stating that these would be split lots from lots that were already on the road — I.E. the current owners.

- *Chairman Jackson: Said he thought Road Maintenance Agreements were a good way to put things on paper and maintain road quality. Stated that he thought 6-on-1 seemed like a good in-between.*
- *Supervisor Yowell: Stated he also wanted to go with 6-on-1.*

The County Attorney iterated that it would be helpful to know how many private roads would be a factor in this change. Stated that the Board may receive some “feedback” from residents affected by this where other residents may get additional benefits that others may not were the change made.

- *Supervisor Jewett: Said he would be inclined to keep the 4-on-1 with the rules the way they are, but could possibly go up to 6-on-1.*

#### d. Mixed Use

The County Planner advised of the proposed mixed use ordinance that the Board could potentially ask the Planning Commission to begin investigating.

Supervisor Yowell made a motion to ask the Planning Commission to draft an ordinance regarding mixed use, seconding by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 11. Scheduling of Public Hearing for Abandonment of 0.21 Miles of Clore Road

The County Attorney advised the Board that the public hearing would be best at the second meeting in September; advised that nobody had filed a petition with the circuit court regarding the abandonment.

#### 12. RSA Request for Permit Modification

The County Administrator advised that he had recently been made aware of a permit modification request from RSA. Stated that it should be advertised in the paper shortly in the coming weeks.

#### PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

**Kristen Carter:** Said she had some concerns about the short-term people staying near her home at White Oak Lake. Said that real estate developers had come in and bought a lot of the other places and they had been unfriendly towards her with an incident of her being told to get off her own property. Said they had seen a lot of changes recently and the area needed to be protected.

#### **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(29) for discussion of the award of a public contract

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **As a result of the Closed Session, the Board took the following action:**

Supervisor Yowell made a motion to accept Firefly's response to Madison County RFP #2022-0707, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **ADJOURN**

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With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: August 23, 2022



**Agenda**  
**Board of Supervisors**  
**Tuesday, August 9, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 07/26/22

*1a. Supplemental Appropriation #32 — Transfer Station (\$25,000)*

**Special Appearances**

2. Rural Madison — Khalil Hassan

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

3. Personal Property Tax & Vehicle License Fee — County Administrator
4. FY23 VATI Internet Initiative RFP — County Administrator

**New Business**

5. Proposed Hoover Ridge Outdoor Recreational Center Project — County Administrator & Recreation Coordinator (Lindsay Von Herbulis)
6. Criglersville Purchase & Sale Agreements — County Administrator

**Information/Correspondence**

7. Upcoming Public Hearings
  - a. 08/23/22 — Amending Personal Property Tax Rate & Vehicle License Fee
  - b. 08/23/22 — Amending RSA Articles of Incorporation & Bylaws
8. Verizon Update
9. VDOT Update

**Discussion**

10. Proposed Zoning & Subdivision Ordinance Amendments:
  - a. Mini-Storage Units
  - b. Short-Term Lodging & Accessory Dwelling Units

c. Private Roads

d. Mixed Use

11. Scheduling of Public Hearing for Abandonment of 0.21 Miles of Clore Road

12. RSA Request for Permit Modification

**Public Comment**

**Closed Session**

**Adjourn**

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## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, August 23<sup>rd</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #28 — August 23<sup>rd</sup>

At a regular meeting (#2) of the Board of Supervisors on Tuesday, August 23<sup>rd</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to today's agenda:

Consent Agenda

- 1.5 Announcement*
- 9A. Fund Balance Discussion*
- 15. Hoover Ridge Grant Memorandum*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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1. Approve: Minutes from 08/09/22

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Hoffman. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

### **1.5 Announcement**

The County Administrator advised that they had filled the Finance Director position. Ms. Jennifer Warren will be starting on September 6<sup>th</sup>.

## **PUBLIC HEARING**

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### **2. Amending Personal Property Tax Rate & Vehicle License Fee**

The County Attorney advised of the proposed amendments to the Personal Property Tax and Vehicle License fee.

The County Administrator advised that the Board advertised for the maximum amount of \$3.20 and they are free to go up to that amount or below it.

- *Supervisor Jewett: Advised of his proposal to keep the vehicle license fee and adjust the rate to \$3.05.*
- *Chairman Jackson: Stated that, between the options proposed, the money differential would be around \$218,000. Stated that he thought it should be lower than \$3.05 with the vehicle license fee.*
- *Supervisor Yowell: Stated that he had run the same calculations as Supervisor Jewett and looked for how much it would take equalize without the Vehicle License Fee (\$2.91).*

Chairman Jackson opened the hearing up to public comment. With no comment being brought forth, the public comment opportunity was closed.

Supervisor Yowell made a motion to approve Ordinance #2022-5 with the rate of \$3 per hundred of assessed valuation based on 100% of the market value for classified tangible personal property as defined in Virginia Code 58.1-3503a 3-5, 7-8,10-12, 1950 as amended, seconded by Supervisor Jewett. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

### **3. Amending RSA Articles of Incorporation & Bylaws**

The County Attorney advised the Board of the changes to the bylaws; specifically, what RSA was going to look like without Greene on the Board. Due to the voting requirement of 5 members for the Board, the new Board will be comprised of 3 members from Orange with 2 members from Madison.

- *Supervisor Yowell: Asked if the resolution did not have a number because it was a concurrent resolution.*

The County Attorney responded that it is concurrent with the substance, not necessarily the number on the paper. A number would alter the concurrent nature of the document.

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity for the amending of RSA's bylaws was closed.

Supervisor Yowell made a motion to approve the concurrent resolution of the Board of Supervisors of Madison, Orange, and Greene Counties to amend the articles of incorporation of the Rapidan Service Authority. This resolution is to be known as 08-23-2022, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## **OLD BUSINESS**

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### **4. Estes House Roof Replacement Update – County Administrator**

The County Administrator advised the Board of the need for a roof replacement at the Commonwealth's Attorney's building. Five quotes were requested with both a wood and metal roof; 3 responses were received with a range of \$15,000 to \$19,000 for shingles and \$37,000 to \$51,000 for a metal roof.

➤ *Chairman Jackson: Asked where the money would be pulled from for the project.*

The County Administrator responded that it would be taken from the Facilities CIP fund.

➤ *Chairman Jackson: Asked what color the roof would be.*

The County Administrator responded that it would be a forest green.

Supervisor Yowell made a motion to authorize the County Administrator to proceed with the purchase order from Cowan Roofing for a metal roof on the Estes House in the amount of \$34,199.85, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### **5. F23 VATI Grant Letter of Support – County Administrator**

The County Administrator advised the Board of the request from Firefly of a letter of support from the Board.

➤ *Chairman Jackson: Asked if Leathers Lane would be included in Firefly's proposal.*

The County Administrator responded in the affirmative.

➤ *Supervisor Yowell: Asked where the funds would be coming from.*

The County Administrator responded that they would be coming out of fund balance.

Mr. Frye stated that he did not see any problem with using the money in fund balance.

Supervisor Yowell made a motion to approve the letter of support with CBEC and Firefly Fiber Broadband for the FY23 VATI project with a not-to-exceed local funding amount of \$400,000, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## NEW BUSINESS

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### 6. Comprehensive Plan Assistance – County Administrator

The County Administrator advised the Board of some work being done on the Comprehensive Plan.

Mr. Mauney gave a presentation on how the updates to the comprehensive plan would be conducted and the process behind it.

- *Chairman Jackson: Asked if Madison was the only County to do the Comprehensive Plan on a 5-year rotation.*

Mr. Mauney replied that there is no single way to do a comprehensive plan review and said that there were Counties that his organization worked with that did both shorter and longer rotation cycles.

Supervisor Yowell made a motion to authorize the County Administrator to execute the MOA with Rappahannock Rapidan Regional Commission as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### 7. Renovation Committee Recommendation – County Administrator

The County Administrator advised of the first official meeting of the Renovation Committee and that they were looking through layouts for the property and planning for the future renovation of the property.

### 8. Blue Ridge Committee – County Administrator

The County Administrator advised the Board that the Blue Ridge Committee stopped meeting during the COVID pandemic and that there have been calls for the Board to return to operation. He also advised of a suggestion from Jim Ballard to have the citizen members and himself to work with other members to find if they would like to resurrect the Committee.

## DISCUSSION

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### 9. Joint CIP Facility Study – County Administrator

The County Administrator advised the Board of a firm that was being looked at for a CIP and asked the Board if they would like to continue doing a joint facility study with the schools or proceed alone.

The Board agreed to a joint CIP study and requested costs and a timeline be provided as well.

### *9a. Fund Balance Discussion*

Mr. Frye gave a presentation to the Board regarding prior discussions on the budget cycle and how to understand the different designations of fund balance.

- *Chairman Jackson: Asked if the financial policies are approved at the organizational meeting every year.*

The County Administrator responded that he would need to double check to get an answer for the Chairman.

- *Supervisor Yowell: Asked if all of the funds listed had a general ledger account.*

Mr. Frye responded that, in the RDA system, there is one object code per fund for fund balance. In the new system, there are account strings for each of the five categories to make things easier to track.

## **INFORMATION & CORRESPONDENCE**

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### **10. E & S Program Assistance**

The County Administrator advised the Board of the requirement to have an E&S staff member and also advised that a contractor is in place to handle the duties until someone is hired.

### **11. Public Hearing for Greene Withdrawal Resolution – Sep. 27<sup>th</sup>**

The County Administrator advised the Board that there will be a public hearing on Greene County's resolution on September 27<sup>th</sup>.

### **12. Public Hearing for Abandonment of 0.21 Miles of Clore Road – Sep. 27<sup>th</sup>**

The County Administrator advised the Board that there will be a public hearing on the abandonment of a portion of Clore Road on September 27<sup>th</sup>.

### **13. RSA Permit Modification Discussion – Sep. 27<sup>th</sup>**

RSA and DEQ will in discussions regarding the proposed permit modification on September 27<sup>th</sup>.

### **14. Board Comments**

- *Supervisor Dawson: Recommended that a citizen sit on the RRCSB instead of a Board member. Asked if the Board could advertise for the position.*

The Board agreed to advertise for the position.

- *Chairman Jackson: Advised that Supervisor Hoffman has passed the seat on the Juvenile Detention Committee to the County Administrator.*

### ***15. Hoover Ridge Grant Memorandum***

Mr. Berry advised the Board of the status of the two grants applied for regarding the Hoover Ridge Park.

The County Administrator that being rewarded the grants in question does not mean that the Board is committed and that, depending on terms, could simply refuse to use the grant monies if awarded should they not feel comfortable with the easement requirements.

The County Attorney advised the Board that negotiation would be a part of determining the easement in the future.

- *Chairman Jackson: Asked if the commitment from the Board tonight would apply if the money was awarded but not used.*

The County Administrator responded that, as long as the Board did not take the money if awarded, then the Board would not have a commitment.

Supervisor Dawson made a motion to authorize the County Administrator to write a letter of support that the Board would agree to follow the guidelines of the grant, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment.

Jud Buchanan: Wanted to make sure that gutters would be included in the roof. Also stated that the people in Etlan needed Firefly as the video had frozen twice.

The County Administrator responded that the current gutters would be kept as they are still in working condition.

With no public comment being brought forth, the public comment opportunity was closed.

#### **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(29) for discussion of the award of a public contract
- Seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered

in the closed meeting, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**ADJOURN**

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: September 13, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, August 23, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 08/09/22

**Public Hearing**

2. Amending Personal Property Tax Rate & Vehicle License Fee
3. Amending RSA Articles of Incorporation & Bylaws

**Old Business**

4. Estes House Roof Replacement Update – County Administrator
5. F23 VATI Grant Letter of Support – County Administrator

**New Business**

6. Comprehensive Plan Assistance – County Administrator
7. Renovation Committee Recommendation – County Administrator
8. Blue Ridge Committee – County Administrator

**Discussion**

9. Joint CIP Facility Study – County Administrator

***9a. Fund Balance Discussion***

**Information/Correspondence**

10. E & S Program Assistance
11. Public Hearing for Greene Withdrawal Resolution – Sep. 27<sup>th</sup>
12. Public Hearing for Abandonment of 0.21 Miles of Clore Road – Sep. 27<sup>th</sup>
13. RSA Permit Modification Discussion – Sep. 27<sup>th</sup>
14. Board Comments

***15. Hoover Ridge Grant Memorandum***

**Public Comment**

**Closed Session**

- 2.2-3711(A)(29) — Discussion of the award of a public contract

**Adjourn**



## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Wednesday, September 7<sup>th</sup>, 2022  
Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #29 — September 7th

At a joint meeting of the Board of Supervisors on Tuesday, September 7<sup>th</sup> at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair *Attended Remotely*  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Vice-Chairman Yowell called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Vice-Chairman Yowell advised that a quorum was present and that Chairman Jackson was unable to attend in person and will be joining the meeting remotely.

Supervisor Dawson made a motion to allow Chairman Jackson to participate in the meeting remotely, seconded by Supervisor Hoffman.

On the advice of Counsel, it was suggested that the Board proceed by instead reading the prepared motion to vote on concerning Chairman Jackson's remote participation.

Supervisor Jewett then read the motion allowing Chairman Jackson to participate in the meeting, seconded by Supervisor Hoffman.

A roll-call vote was initiated on the motion to allow Chairman Jackson to participate remotely:  
***Aye: Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: Jackson.***

**\*\*A copy of the motion can be found at the end of these minutes.\*\***

Chairman Jackson made a motion to approve the agenda as presented, seconded by Supervisor Jewett.

A roll-call vote was initiated for the approval of the agenda:

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## **PUBLIC COMMENT**

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Vice-Chairman Yowell opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

## **PUBLIC HEARING**

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- A. **Case No. SU-09-22-20**: Kathleen and Marshall Jenkins have applied to subdivide an existing 277.7-acre A1 (agriculture) zoned parcel. The subdivision would create three “new” parcels and one residue parcel. The new parcels would be 18-acres, 42.6-acres, and 126.5-acres; and the residue parcel would be 90.4-acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights would be exhausted for a minimum of 10 years from the date of recordation. The subject parcel contains two single-family dwellings addressed as 1573 and 1361 James City Road, Reva, Virginia, and is identified on Madison County’s Tax Map as 33-3.

Vice-Chairman Yowell opened the floor to public comment on the current case. With no public comment being brought forth, the public comment opportunity was closed.

Supervisor Hoffman made a motion to approve Case No. SU-09-22-20, seconded by Supervisor Dawson.

A roll-call vote was initiated for the approval of the case:

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

- B. **Case No. OA-09-22-21**: Amending the zoning ordinance, specifically adding an article 8-2-11 listed as “mini-storage units”, a use allowable by special use permit in the B1 (business) zoning district. Further, amending article 20 (definitions) and adding an article 20-120B listed as “mini-storage units.” Mini-storage units would be defined as follows: *A structure or group of structures containing separate storage spaces leased or rented as individual leases for the purposed of storing property and household goods. Ministorage units are also commonly known as self-storage units or moving or storage facilities.*

- *Supervisor Jewett: Asked if, at present, someone wanted to proceed with mini-storage units, they would need to rezone to M1 and apply for a special use permit.*

The County Planner responded in the affirmative.

Vice-Chairman Yowell opened the floor to public comment on the current case. With no public comment being brought forth, the public comment opportunity was closed.

- *Supervisor Jewett: Asked about the origin of the proposal.*

The County Planner responded that it was a follow-up with regards to the Fishback Road storage units case. Advised that he believed the change was cleaner than what is currently on the books.

Supervisor Hoffman made a motion to approve Case No. OA-09-22-21, seconded by Supervisor Dawson.

A roll-call vote was initiated for the approval of the case:

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

The Planning Commission then re-convened to be in open session alongside the Board.

## **DISCUSSION**

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### **A. Jennifer Little, Planner (Rappahannock-Rapidan Regional Commission): 2023 Comprehensive Plan Update, Proposed Process and Timeline**

The County Planner gave an overview of the process and plan to update the Madison County Comprehensive Plan in 2023.

Jennifer Little from the RRRC advised that she and the County Planner are looking through the Comprehensive Plan for areas to update to better mesh with the County's vision for the future.

Chairman Carpenter asked the County Planner if he would be ready by the next workshop to look at the formation of the two working groups.

The County Planner responded in the affirmative.

Faye Utz advised that they needed to keep in mind that the Comprehensive Plan needed to be comprised for the County as a whole and not for individuals.

Pete Elliott recommended that the Planning Commission meet as a group rather than splitting in half so everyone is aware of what work is being done.

The County Planner responded that the two smaller groups would always come back to the main group for review, but that he had no preference on what path the Planning Commission took.

Peter Work stated that he thought it would be helpful for everyone who's interested to write down a detailed description of where they see the County going in the next 5 years to use as reference material for future discussions.

- *Supervisor Yowell: Stated that he believed tonight's goal, considering both the Board and Planning Commission are in session, would be to have a good idea of what would be advertised for the public on each of the remaining items.*

### **B. Review of Short-term Lodging Amendments**

The County Planner advised of the current state of short-term lodging units in the County and reviewed the proposed changes in front of the Boards.

Chairman Carpenter also gave a brief overview of previous requests the Planning Commission had received involving short-term lodging.

Peter Work commented that he was not aware of any opposition to the language from the Planning Commission – if there was, it would be now to speak up.

Danny Crigler commented that owner-occupancy was voted not to be included previously by the Planning Commission in the amendment but that it was currently included in the amendment within the packet.

Chairman Carpenter advised that the owner-occupancy section was on the ADU section of the packet, rather than the short-term lodging section.

- *Supervisor Dawson: Asked if 30 days seemed light – referenced traveling nurses having to sign for 90 days.*

The County Planner responded that the example listed would be considered long-term rather than short-term and would be unaffected by the currently proposed amendment.

- *Supervisor Jewett: Asked if, under the current policy, if he had 3 houses on his property, he could use 2 for AirBNBs without having to do anything but pay a tax.*

The County Planner responded in the negative; currently, more than 1 short-term lodging units would require a special-use permit.

- *Supervisor Jewett: Asked how many times a year they were approached by someone needing a special-use permit due to a person having more than one short-term lodging unit.*

The County Planner responded that he knew they had done 2 last year, but that they had received multiple inquiries.

- *Supervisor Jewett: Asked if the current policy has created any persistent or unusual problems.*

The County Planner responded in the negative.

- *Supervisor Jewett: Asked why the policy would need to be changed if the current policy is working.*

The County Planner responded that he believed the current code on the books does not clearly state what it should.

Vice-Chairman Yowell opened the floor to public comment on the current case. With no public comment being brought forth, the public comment opportunity was closed.

➤ *Chairman Jackson: Asked if the consensus was to go to public hearing.*

Chairman Carpenter responded in the affirmative, as did Vice-Chairman Yowell.

### C. Private Road Subdivisions

The County Planner, at the suggestion of Chairman Carpenter, gave a brief overview of the proposed changes to the amount of houses allowed in private road subdivisions. Advised of possible increases to either 6 or 8 on a private road.

Mike Snider asked if an ADU would count under the proposed change for private roads.

The County Planner responded that, under the proposed changes, they would count.

Chairman Carpenter advised of the minimum acreage limits within the proposed changes that also need to be taken into account.

The County Attorney commented that the language referred to both lots and dwellings, thereby having the ADUs count against the number allowed on a private road. Also commented that input from public safety might be appropriate.

Faye Utz responded that she had reached out to various emergency personnel from the County. Stated she was in favor of 8 over 6 lots on private roads and wanted to protect owners with farmland.

Pete Elliot stated that he was a proponent for 8 on a single private lane and referenced a mini-subdivision ordinance that was previously in effect years ago.

Mike Snider also stated that he was for 8 and asked the County Planner why he favored 6.

The County Planner responded that changing it to 8 would be doubling the amount, but that he did not necessarily believe such a change would be catastrophic.

Nathan Cowan said that either number would still have the County getting the Road Maintenance Agreement part added into the ordinance, but that he was cautious about supporting the change to 8.

- *Supervisor Dawson: Stated he supported 6 as it would be a good starting point to possibly increase down the line.*
- *Supervisor Hoffman: Stated that she was for 8 and agreed with Faye and Pete.*
- *Supervisor Jewett: Stated that he was for 6.*
- *Vice-Chair Yowell: Stated that he was for 6 and would normally like to keep it at 4 were it not for the ordinance bringing some roads up to code.*
- *Chairman Jackson: Said that Nathan's comments were spot-on and that Faye and Pete were right as well. Said 6 was a big shift and that 8 was probably too much at this point.*

Chairman Carpenter asked if the Planning Commission would like to take a vote on the case.

The County Attorney advised that the case had not been publicly advertised and thus would be non-binding. Advised that he would not take a vote until the advertisement is made.

Faye asked who generated the advertisements.

The County Planner responded that he would be the one making the advertisement.

- *Supervisor Yowell: Asked if the Board were to change the number to 6 after being advertised as 8 if that would constitute a substantive change.*

The County Attorney stated that he believed they could advertise for 8 and bring it down lower, but advised that he would have a concrete answer by COB tomorrow.

The County Planner asked if the consensus was to advertise for October 5<sup>th</sup>.

Both of the Chairman responded in affirmative.

- *Chairman Jackson: Asked if the Board would need a public hearing on each proposed number of lots on private roads rather than starting with 8 and lowering it down to 6.*

The County Attorney responded that he hoped to have a more concrete answer by COB tomorrow to give to the Boards.

#### D. Accessory Dwelling Units

Peter Work gave a brief overview of the work that had been done to get the Planning Commission where they are today on the topic of ADUs. Advised that the County Planner had suggested a 1000 sq-ft for ADUs rather than 800 sq-ft. Advised of the owner-occupancy issue that had split members of the Planning Commission.

Nathan Cowan commented that the whole thing was a density issue and seemed overly complicated.

Pete Elliott stated that he thought the majority of the Planning Commission voted to take the owner-occupancy part of the ordinance and thus it should not be included in there.

- *Supervisor Yowell: Stated that he asked the County Planner to include the owner-occupancy with the comment that it had been voted on to remove it.*

Chairman Carpenter said he had concern with the lapse / termination of the ADU. Stated that they had created a non-conforming use problem.

The County Attorney responded that, in a circumstance where someone would leave /terminate the ADU, the pool of who could receive / buy the parcel would be limited and the person purchasing or taking it over would have to live there.

Chairman Jackson: Stated that if the real estate changes hands, the ADU component goes away and the property cannot be used as an AirBNB.

Pete asked the County Attorney if he would have a problem defending the ordinance in court if it were passed.

The County Attorney responded that he thought there would be challenges regardless and that he had reached out tot other county attorneys.

Nathan Cowan asked the County Planner if permits primarily concerned bedrooms and the drain-field.

The County Planner responded that the issue was being overcomplicated and would be controlled primarily by supplemental regulations.

Peter Work commented that the Board may get into an issue of approving some ADUs and not approving others.

The County Planner advised that it was common in other areas to selectively approve ADUs in certain others and not others.

- *Supervisor Jewett: Said that he was concerned with adding in complex rules that could be exploited by large developers. Also said that the policy may result in unforeseen consequences later on down the line. Said they would be gambling with rules that could affect up to a quarter of the total parcels in the County.*
- *Supervisor Hoffman: Agreed with Supervisor Jewett. Commented that the rule needed to be worked out more.*

- *Supervisor Dawson: Stated that he thought the whole thing was too complicated at this point.*
- *Vice-Chair Yowell: Said that he did not want to be in a situation where the Board would approve one request for an ADU and not another. Provided a list of items to be used as purposes and intent to possibly use as leverage for approving ADUs.*

The County Planner commented that this may be something to put out in front of the public during the Comprehensive Plan process.

- *Chairman Jackson: Said that enforcement is one of the County's weaknesses and more problems may arise in the future from going forward now.*

Chairman Carpenter commented that the Planning Commission may want to look at alternatives.

Faye Utz asked Supervisor Jewett about the number of parcels in A1 that he referenced earlier for clarification. Brought up the density concern and asked the members to determine what exactly they mean when they use the term.

Pete Elliott commented that land is not being bought up to be developed, but rather to keep the owners away from other people.

Peter Work made a motion to adjourn, seconded by James Graves III. Aye: All. Nay: 0.

## **PUBLIC COMMENT**

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**Mike Fisher:** Commented about the vision statement in the County's Comprehensive Plan in relation to the proposed ordinance changes brought up tonight. Said that the traffic would be increased by the changes and said that auxiliary units had come before the Board previously and failed. Grandfathering would exacerbate the problem even more. Asked the Boards to keep the County rural as long as they can. Said that there is already a problem with people arguing over who is in charge of a road and that increasing the amount on a road would only make the problem worse.

## **CLOSED SESSION**

## **ADJOURN**

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**



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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: September 27, 2022

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**Agenda**  
**Joint Meeting**  
**Wednesday, September 07, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Public Hearings**

- A. Case No. SU-09-22-20:** Kathleen and Marshall Jenkins have applied to subdivide an existing 277.7-acre A1 (agriculture) zoned parcel. The subdivision would create three “new” parcels and one residue parcel. The new parcels would be 18-acres, 42.6-acres, and 126.5-acres; and the residue parcel would be 90.4-acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights would be exhausted for a minimum of 10 years from the date of recordation. The subject parcel contains two single-family dwellings addressed as 1573 and 1361 James City Road, Reva, Virginia, and is identified on Madison County’s Tax Map as 33-3.
- B. Case No. OA-09-22-21:** Amending the zoning ordinance, specifically adding an article 8-2-11 listed as “mini-storage units”, a use allowable by special use permit in the B1 (business) zoning district. Further, amending article 20 (definitions) and adding an article 20-120B listed as “mini-storage units.” Mini-storage units would be defined as follows: *A structure or group of structures containing separate storage spaces leased or rented as individual leases for the purposed of storing property and household goods. Ministorage units are also commonly known as self-storage units or moving or storage facilities.*

**Information/Correspondence**

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, September 13<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #30 — September 13th

At a regular meeting of the Board of Supervisors on Tuesday, September 13<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

#### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

#### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

The County Attorney advised that Roger Morton passed away earlier in the morning.

Chairman Jackson advised of the following changes to the agenda:

#### *7a. Discussion of Joint Special Meeting*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Jim Howe**: Spoke on the Criglersville Swinging Bridges; specifically gave the Board an update on how things are proceeding between his 501(C)(3) organization taking over control of the swinging bridges from VDOT.

**Kathleen Comer**: Stated that she had previously come before the Board in May of 2017 regarding Pea Ridge Road. Reported that the road had been paved and thanked the Board.

With no public comment being brought forth, the public comment opportunity was closed.

### **SPECIAL APPEARANCES**

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1. VDOT Quarterly Report — Carrie Shephard

The resident engineer from VDOT, Carrie Shephard, was present and provided the Board with an update on VDOT's activities within the County

- *Supervisor Yowell: Said he had been contacted by someone on Forest Drive who stated that the work that had been previously done on the road was deteriorating in a number of places. Asked Ms. Shephard to have someone take a look at the road.*

The County Administrator asked Ms. Shephard if anything had been done regarding the stoplight intersecting Fishback Road and Route 29.

Ms. Shephard responded that VDOT's signal tech had reviewed the light and had stated that the time differential is appropriate for the light and that changes to the light would require changes to the more of the corridor.

- *Supervisor Jewett: Stated that there was less than a 1-second delay from red on Route 29 to green on Fishback Road. Stated that the light was still a problem and, if something couldn't be done, what the appeal process would be for local government.*

### **CONSENT AGENDA**

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2. Approve: Minutes from 08/23/22
3. Supplemental Appropriation #33 — Finalize Contract for Architectural Services & Renovation Project (\$28,000)

Supervisor Hoffman made a motion to approve the consent agenda as presented, seconded by Supervisor Yowell. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

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**Parks & Recreation**: Jerry Carpenter was present and advised the Board of the following:

- Halloweenfest October 22<sup>nd</sup>
- Haunted Woods August 29<sup>th</sup>
- Heroes & Villains Dodgeboall November 5<sup>th</sup>
- Smores with Santa December 10<sup>th</sup>
- Fall Sports have started
- Winter Sports registration starts October 1<sup>st</sup>
- Hoover Ridge still looking for grants

- *Chairman Jackson: Asked what the most recent donation was that Hoover Ridge had received.*

Mr. Carpenter responded that it was a donation of \$10,000 for the hockey rink.

**Facilities:** Moonie Frazier was present and advised the Board of the following:

- Landfill Inspection from DEQ passed

**Finance:** Jennifer Warren was present and advised the Board of the following:

- Working on ERP implementation and meeting with key players
- Looking into tracking grant applications and building a road map for processes

**Clerk of the Circuit Court:** Leeta Louk was present and advised the Board of the following:

- \$57,538 sent to the State; \$25,355 remitted to the County
- Attended Clerk's Convention in August
- Working on a marriage center kiosk
- New State Library Grant to be applied for
- Will start E-recording in October

➤ *Chairman Jackson: Asked what E-recording is.*

Ms. Louk responded that it is having people submitting their documents and certificates in-person, they will be submitted online.

**IT:** Bruce Livingston was present and advised the Board of the following:

- Jennifer set upon new system
- Joe and Cheryl to be set up in Building & Zoning
- Putting in another desktop in Tourism
- Still working on strengthening Wi-Fi signal in Tourism building
- New network monitor and helpdesk area being set up
- The API work between Tyler and Avenity starts next week

**Emergency Management & EMS:** Gavin Helme was present and advised the Board of the following:

- 150 calls; average response time just under 10 minutes
- All full-time positions filled
- EMS Standby for MCHS and Woodberry Forest Football games covered as well as Madison County events

➤ *Chairman Jackson: Asked if EMS had any active volunteers.*

Mr. Helme responded that they had one.

➤ *Supervisor Yowell: Asked if the full-time positions are ready-to-roll rather than needing more training before going out on calls.*

Mr. Helme responded that, typically, the full-time positions are able to respond to calls. There may be a need for familiarizing an employee with the County and EMS' guidelines, but there is no academy training needed for full-time employees.

- Completed annual update of Emergency Operations Plan
- Street Festival went well; single complaint about bees which was handled
- Gave out over 500 file-of-life packets to people attending the street festival
- LEPC scheduled for September 23<sup>rd</sup>
- Two people going to Texas for All-Hazards training
- Continuing training with FEMA

**Sheriff:** Erik Weaver was present and advised the Board of the following:

- Trick or Trunk coming up on October 31<sup>st</sup> 6-8PM

**Emergency Communications:** Brian Gordon was present and advised the Board of the following:

- Tower is up; still working on Beautiful Run and Blakey Tower Sites
- 3759 calls handled; 1002 calls for service
- Interviewing for 2 vacant positions

➤ *Supervisor Yowell: Asked what the AFG grant money would be used for.*

Mr. Gordon responded that it would be used for Fire and EMS radios.

**Building & Zoning:** Ligon Webb was present and advised the Board of the following:

- Cheryl Yowell starting Monday
- Joe Sexton starting training in October
- October 5<sup>th</sup> looking at 6 hearings

**Economic Development & Tourism:** Tracey Gardner was present and advised the Board of the following:

- Taste of the Mountains went well
- Website views up
- Quad County Business Summit coming up
- VATI call with the County Administrator
- VA250 Commission to be formed

**Commonwealth's Attorney:** Tracey Gardner was present and advised the Board of the following:

- Roof fixed
- Met with Clark Security with a focus on cameras and panic buttons
- Looking into dataports for the Courtroom
- Attended training for Mass Casualty Events
- Domestic Violence event on October 13<sup>th</sup>

## OLD BUSINESS

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### 4. Blue Ridge Committee Meeting

The County Administrator advised that a schedule has been set up for the Blue Ridge Committee.

- *Supervisor Yowell: Advised that there would be a scheduling change due to family matters concerning the Superintendent of the Park.*

## NEW BUSINESS

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### 5. Virginia 250 Commission Resolution

The County Administrator advised of the resolution provided in the packet regarding the VA250 Commission.

Supervisor Yowell made a motion to approve Resolution #2022-12, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### 6. Graves Mountain Apple Harvest Festival Permit Application

The County Administrator advised of the permit request from Graves Mountain for their Apple Harvest Festival.

Supervisor Hoffman made a motion to approve the Graves Mountain Lodge Apple Harvest Festival Permit, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## DISCUSSION

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### 7. Proposed Changes to Subdivision Ordinance/Private Roads

The County Administrator advised of proposed changes to the Subdivision Ordinance to be discussed by the Planning Commission.

#### ***7a. Discussion of Joint Special Meeting***

The County Administrator advised of the upcoming Joint Meeting with the Planning Commission and the cases to be discussed and potentially voted on for approval.

## INFORMATION/CORRESPONDENCE

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### 8. Upcoming Public Hearings:

- a. 09/27/22 — Abandoning 0.21-mile segment of Clore Road
- b. 09/27/22 — Consideration for the Withdrawal of Greene County from RSA

The County Administrator advised the Board on the upcoming public hearings to be heard at their 09/27/22 meeting.

### 9. RSA Permit Modification Presentation to the BOS on 09/27/22

The County Administrator advised that a presentation on Permit Modifications would be presented to the Board at their 09/27/22 meeting.

10. Courthouse PA System  
The County Administrator advised that the Courthouse PA System installation was complete.

**PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

**CLOSED SESSION**

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**ADJOURN**

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With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: October 11, 2022

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**Agenda**  
**Board of Supervisors Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, September 13, 2022 at 4:00 PM**  
**Admin. Building Auditorium, 414 North Main**  
**Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Special Appearance**

1. VDOT Quarterly Report – Carrie Shephard

**Consent Agenda**

2. Approve: Minutes from 08/23/22
3. Supplemental Appropriation #33 – Finalize Contract for Architectural Services & Renovation Project (\$28,000)

**Constitutional Officers, County Departments, Committees & Organizations**

**Old Business**

4. Blue Ridge Committee Meeting

**New Business**

5. Virginia 250 Commission Resolution
6. Graves Mountain Apple Harvest Festival Permit Application

**Discussion**

7. Proposed Changes to Subdivision Ordinance/Private Roads

**Information/Correspondence**

8. Upcoming public hearings:
  - a. 9/27/22 – Abandoning 0.21-mile segment of Clore Road
  - b. 9/27/22 – Consideration for the withdrawal of Greene County from RSA
9. RSA permit modification presentation to the BOS on 9/27/22
10. Courthouse PA system

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, September 27<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #31 — September 27<sup>th</sup>

At a regular meeting of the Board of Supervisors on Tuesday, September 27<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair *Virtual*  
Charlotte Hoffman, Member  
Dustin Dawson, Member *Absent*  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to permit Carty Yowell to attend the September 27<sup>th</sup>, 2022 meeting of the Madison County Board of Supervisors remotely pursuant to VA Code 2.2-3708.1 and Section 2.4.F of the Bylaws for Madison County, seconded by Supervisor Jewett.

***Aye: Jackson, Hoffman, Jewett. Nay: (0). Abstain: Yowell. Absent: Dawson.***

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Jewett. Nay: (0). Absent: Dawson.***

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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1. Approve: Minutes from 09/13/22
2. Supplemental Appropriation #34 – School Grants

Supervisor Hoffman made a motion to approve the consent agenda as presented, seconded by Supervisor Jewett. **Aye: Jackson, Yowell, Hoffman, Jewett. Nay: (0). Absent: Dawson.**

## **SPECIAL APPEARANCES**

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### **PUBLIC HEARING**

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#### **3. Abandoning 0.21-mile Segment of Clore Road**

The County Administrator advised the Board that VDOT had previously approached the County with the suggestion to abandon a 0.21-mile segment of Clore Road that has not been used since 1969.

#### **\*\* Supervisor Dawson Entered the Meeting Around 6:13 PM \*\***

Chairman Jackson opened the floor to public comment on the public hearing regarding abandoning a portion of Clore Road. With no public comment being brought forth, the public opportunity for this case was closed.

The County Attorney suggested amending the resolution by removing the “of support” from the title.

Supervisor Hoffman made a motion to adopt resolution #2022-13 with the amendment of removing the words “of support” from the title, seconded by Supervisor Dawson.

**Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

#### **4. Request of Greene County to Withdraw from RSA**

Chairman Jackson opened the floor to public comment on the public hearing regarding abandoning a portion of Clore Road.

**Clarissa Berry:** Said she would be interested to see what a slimmed down RSA will look like and how it will better serve customers. Also commented that she would be interested in knowing how this would affect her costs as someone living in town and the locations for RSA’s offices.

- *Chairman Jackson: Advised that the Board has a \$1 lease on the facility in Greene County until December 2023 – that location will not change in the next year. Also advised that RSA is looking for an area in Madison County.*

With no further public comment being brought forth, the public opportunity for this case was closed.

Supervisor Hoffman made a motion approve the Resolution of the Board of Supervisors of Madison County, Virginia Pursuant to Virginia Code 15.2-5112(D) Approving the Withdrawal and Transition Agreement and the Withdrawal of Greene County from the RSA, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

## OLD BUSINESS

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## NEW BUSINESS

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5. Resolution to Abandon 0.21-mile Segment of Clore Road

6. Resolution to Approve Greene County's Withdrawal from RSA

7. Rappahannock Juvenile Detention Center – Member Appointment

The County Administrator advised that the Board needed to create a motion to officially place him on the RJDC Committee rather than a simple consensus as was achieved previously.

Supervisor Hoffman made a motion to appoint the County Administrator to the RJDC Committee in replacement of Supervisor Hoffman, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

8. Joint CIP Facility Condition Assessment – County Administrator

The County Administrator advised that both the County and the Schools believe that another joint CIP facilities assessment is needed. The company proposal being brought forward tonight is Bureau Veritas. Total cost would be around \$76,000.

**Dr. Stacey Timmons**: Stated that he had used the company before and was pleased with the end products.

➤ *Supervisor Yowell: Asked how much expertise the County would need to keep the CIP a living document.*

**Dr. Stacey Timmons**: Responded that it would need someone with the time to keep up with projects; advised that the database provided by the company would do a lot of the work for the County.

The County Administrator advised that, were the Board to make a motion, he would suggest that they include language to authorize him to execute the agreement in the amount of \$76,000.

Supervisor Dawson made a motion to authorize the County Administrator to enter into the joint CIP agreement at the cost of \$76,000.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

9. RSA Permit Modification – County Administrator / RSA / DEQ

The County Administrator advised of the permit modification request for the wastewater treatment plant in Madison County. Advised of two parcels on Fishback road that have already been rezoned.

David Jarell was present and gave a brief presentation to the Board regarding the request for a permit modification.

- *Supervisor Dawson: Asked if Mr. Timmons had a service district map.*

Mr. Jarell responded that the plant, at the moment, covers the Town of Madison and that it could be expanded beyond the Town if the Board wished to move in that direction in the future.

- *Supervisor Dawson: Asked how many EDUs would be added to the system.*

Mr. Timmons responded that 400 would be added.

- *Chairman Jackson: Asked if there was a mechanism in place to prevent one or two developers from coming in and buying up all the EDUs.*

Mr. Timmons responded that they do not have a formal policy prohibiting one or two developers from purchasing large amounts of EDUs, but such an occurrence has never happened before and that they would be interested in working with the Board on matters like that.

- *Supervisor Yowell: Advised that he would like to see the RSA Board address EDUs; similarly stated that he did not see EDUs as a commodity and said that developers should be able to buy them after being approved by the Board and not before. Asked where the permit modification process was time-wise.*

Mr. Timmons responded that RSA did not see EDUs as a commodity and that they would be designated for a specific property and that RSA was the only one who could buy-back an EDU at the same price it was purchased.

Mr. Jarell, in reference to the time question from Supervisor Yowell, responded that he believed it had moved along pretty far but that a draft had not been completed.

Alison Thompson (DEQ) responded that RSA had submitted their application and that DEQ had completed their review of the application. Stated that she was in process of drafting permit and that it would probably be another two or three weeks before a draft permit is ready for RSA to review.

- *Supervisor Yowell: Asked to be walked through the process after the public hearing was completed without any public pushback.*

Ms. Thompson responded that, once the facility has received authorization, an engineer will design the facility to meet regulations and then RSA will apply for a certificate to construct that will then be reviewed.

- *Supervisor Yowell: Asked if DEQ would be working with VDH during the process.*

Ms. Thompson responded that VDH would not be involved with the sewage treatment plant construction and would be more involved with the drinking water quality side.

- *Chairman Jackson: Asked if RSA was sticking with the triangle shaped property and not considering moving to a new location.*

Mr. Jarell responded that there were no discussion for them to move to a new location at this point.

The County Administrator advised the public that the vast majority of RSA's presence in the County is the Town and the Schools.

**Tammy Baldwin**: Asked about septic systems on Fishback Road if the treatment plant was improved.

- *Chairman Jackson: Responded that, without EDUs, the properties in question could have a regular septic system.*

**Mary DiMartino**: Stated that she was concerned about having an outflow in her backyard. Said that she was told 18 years ago that Madison had measures in place to prevent development in the County; advised that the growth would require proper police, fire, and facilities. Also stated that adding the apartments onto the road would increase traffic to a level that the road could not handle and asked if there was a risk to her well-water from the facility.

- *Chairman Jackson: Stated that the Board had been and would continue to harass VDOT on issues the County faces such as the stoplight at the intersection of Fishback Road and Route 29.*

**Mary DiMartino**: Commented that she was concerned about the location and asked how the development would affect the water/wells of the area with specifics on how the filtering would keep unwanted chemicals out of the water supply.

Mr. Jarell responded that RSA's priority was to meet regulations and that a new plant would be able to treat the water at a higher level.

Ms. Thompson advised that most sewage plants in Virginia could not remove the particulates being described and that the issue is nationwide rather than local. After the regulations come into place nationally, the plant would have to adopt those standards at the local level as well.

- *Chairman Jackson: Said that the Board had been told by RSA that if they redid the sewage plant, the plant would have to move locations based on outflow. Also advised that a soil scientist had advised at a previously meeting that the more modern systems of sewage treatment would be a massive improvement over the current ones in place.*
- *Supervisor Jewett: Reiterated his frustrations with VDOT and advised that they did not check the timing between the perpendicular directions; rather, they had analyzed the time between yellow light to red light in one direction and had ended with an explanation that*

*changing the light at the intersection of Fishback and Route 29 would mess up the entire Route 29 corridor.*

**Colt Puryear**: Advised that he was concerned about the impact of the water treatment plant on the Little Dark Run River. Asked if the water treatment plant needed to be expanded for more EDUs for development; asked if there are currently enough available EDUs to support a 35-unit apartment complex on Fishback Road.

Mr. Timmons responded that the property in question already owned 23 EDUs.

➤ *Chairman Jackson: Advised that the County also owned 16 EDUs.*

**Colt Puryear**: Asked if the EDUs were specific to just the property being looked at for apartments.

Mr. Timmons responded in the affirmative.

**Colt Puryear**: Asked if one EDU went to one apartment.

Mr. Timmons responded that it would depend on the size of the apartment, but an EDU could support more than just one apartment unit.

**Colt Puryear**: Asked if there was a way to project what 160,000 gallons into Little Dark Run would look like. Also asked if there was a requirement for an environmental impact study.

Ms. Thompson stated that there would be an analysis of various environmental factors for the expansion.

**Clarissa Berry**: Advised that there are buildings on Main Street that cannot be developed because they cannot get EDUs.

**Colt Puryear**: Asked what the timing was for the expansion of the water treatment plant.

Mr. Timmons responded that there are still factors being looked at for the road that will need to be hashed out before they look to move forward with the expansion project.

**Joseph Politeir**: Said that the increase water flow would increase the creek to a river and contribute to erosion factors. Said he felt that there had not been enough data collected regarding the flow and discharge of the proposed facility. Asked if the proposed discharge point identified is further upstream than the current discharge point.

Mr. Timmons responded in the negative.

**Joseph Politeir**: Asked if there were tanks being placed in southeast of the proposed discharge point.

Mr. Timmons responded that he was not sure what Mr. Politeir was referring to.

**Jennifer Mazzaras**: Advised that costs were being assumed and that they did not know how much grant money would be received for the project; also advised that they do not know what development additional EDUs could bring in. Said she was concerned about the tax burden to be placed on the community and that the traffic increase to Fishback Road is worrisome and would be costly. Advised that the load on the school system would exacerbate a teacher shortage as well. Spoke about how she had received a letter regarding her property being rezoned into a flood zone.

- *Chairman Jackson: Advised that her property had not been rezoned, but rather FEMA had designated it as a flood zone.*

**Jennifer Mazzaras**: Commented that it looked like people weren't looking down the road at the possible consequences and that she suspected a larger tax burden would be coming as well.

**Jenny Simmons**: Commented that her children loved to play in the creek and she was worried about land erosion on the creek if more outflow is added. Advised that developers were waiting for the sewage plant to list how much it can sustain to see how much they can develop. Stated that the only reason they knew about the issue was a letter sent out and a real public comment would need to have direct calls or something similar to get the word out.

With no further public comment being brought forth, the public comment opportunity was closed.

## **DISCUSSION**

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### **10. Christmas Luncheon – County Administrator**

The County Administrator advised that the 15<sup>th</sup> would be the day of the Christmas Luncheon.

### **11. Firefly Fiber Hut Location – County Administrator**

The County Administrator advised that Firefly had reached out regarding their Fiber Hut and were looking for a suitable location. Currently, the County is looking for a location on the Hoover Ridge property to set up. Asked if the Board would like for him to work with Firefly to find a suitable location.

The Board tentatively agreed to go along with County Administrator's plan to look for a site at Hoover Ridge.

## **INFORMATION/CORRESPONDENCE**

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### **12. ERP Project Update – October 11<sup>th</sup>**



The County Administrator provided the Board with a brief overview of the ERP project and advised that Tom Char would providing the Board with a presentation for the project.

#### 13. School Security Officer Grant

The County Administrator advised that the schools had requested that the County sign-on for the grant as the project administrator.

#### 14. PRA Grant Update

The County Administrator advised of a filing change for the PRA grants being sought and advised of his intention to stop pursuing the grants due to this change.

### **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment.

**Clarissa Berry:** Advised that the drug court had started and that there would be a Domestic Violence Awareness event on October 13<sup>th</sup> at 6:00PM.

Chairman Jackson: Asked what would be going on at the event.

**Clarissa Berry:** Advised that, in the past, they have honored attorneys and law enforcement that have helped out.

With no further public comment being brought forth, the public comment opportunity was closed.

### **CLOSED SESSION**

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Supervisor Hoffman made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(1) for personnel
- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation
- 2.2-3711(A)(29) for discussion of the award of a public contract

Seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Hoffman made a motion to re-convene in open session, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Hoffman made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1), 2.2-3711(A)(7), and 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### **ADJOURN**

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With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: October 25, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, September 27, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 09/13/22
2. Supplemental Appropriation #34 – School Grants

**Special Appearances**

**Public Hearing**

3. Abandoning 0.21-mile Segment of Clore Road
4. Request of Greene County to Withdraw from RSA

**Old Business**

**New Business**

5. Resolution to Abandon 0.21-mile Segment of Clore Road
6. Resolution to Approve Greene County's Withdrawal from RSA
7. Rappahannock Juvenile Detention Center – Member Appointment
8. Joint CIP Facility Condition Assessment – County Administrator
9. RSA Permit Modification – County Administrator / RSA / DEQ

**Discussion**

10. Christmas Luncheon – County Administrator
11. Firefly Fiber Hut Location – County Administrator

**Information/Correspondence**

12. ERP Project Update – October 11<sup>th</sup>
13. School Security Officer Grant
14. PRA Grant Update

**Public Comment**

**Closed Session**

Personnel, Consultation with Legal Counsel for Possible Litigation, & Discussion  
of Award of Public Contract

**Adjourn**

# MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Wednesday, October 5<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

## MEETING #32 — October 5th

At a joint meeting of the Board of Supervisors and Planning Commission on Wednesday, October 5<sup>th</sup> at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

**\*\* The Board of Supervisors Came into Session After the Planning Commission Had Begun Their Meeting \*\***

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson proposed that the Board move Case No. RZ-10-22-25 to the end of the agenda and recess for the Planning Commission to complete the case before returning to order.

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### PUBLIC HEARING

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- A. Case No. S-10-22-22: Homes by Yoder Construction, LLC has applied to subdivide an existing 8-acre R1 (limited residential) zoned parcel. The subdivision would create two “new” parcels and one residue parcel. The new parcels would be 2.2-acres and 2.4-acres; and the residue parcel would be 3.3- acres. The subject parcel has not been subdivided in

the previous 10 years, and future subdivision rights of said parcels would be exhausted. The subject 8-acre parcel does not contain a postal address but is located on Burnt Tree Way (Rt. 685), Orange, VA. The parcel is identified on Madison County's Tax Map as 58-71.

Supervisor Hoffman made a motion to approve Case No. S-10-22-22, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

- B. Case No. S-10-22-23: Gilnockie Land Corporation, LLC has applied to subdivide an existing 59.9-acre A1 (agriculture) zoned parcel. The subdivision three "new" parcels and one residue parcel. The new parcels would be 15-aces, 15-acres, and 17-acres; and the residue parcel would be 13.1-acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights on each parcel would be exhausted for a minimum of 10 years from the date of recordation. The subject 59.9-acre parcel does not contain a postal address but is located on Emmett Road (Rt. 644), Etlan, Virginia. The parcel is identified on Madison County's Tax Map as 15-10.

- *Supervisor Yowell: Asked why a farmer would want to give up 60 acres of farmland. Also commented that, if VDOT would approve Emmett Road, then they would approve anything.*

Supervisor Yowell made a motion to approve Case No. S-10-22-23, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

- C. Case No. RZ-10-22-24: Mr. Juan Pablo Leon has applied to rezone a roughly 0.75-acre portion of a 3.75-acre parcel from A1 (agriculture) to B1 (business with conditions). If rezoned, the applicant would subsequently subdivide the roughly 0.75-acre B1 zoned area creating a separate parcel. The residual 3- acres would remain zoned A1. The proposed B1 zoned parcel would be utilized for an automotive sales lot, and the parcel's two existing dwellings would be converted into five (5) 250 sq ft. offices with (up to) five individual vehicle dealers operating from these offices. Each dealer would have no more than 10 vehicles on the site per dealer, for a maximum of 50 vehicles on the parcel at any given time; all vehicles would be contained/parked in an enclosed/fenced-in area with a visual barrier. The subject parcel's two existing dwellings are addressed as 553 Kirtley Road and 101 James City Road, Reva, Virginia. The parcel is identified on Madison County's Tax Map as 33-11.

The County Planner suggested that a possible compromise would be to proffer a site plan and survey to show the buffer.

Mr. Juan Pablo Leon responded that he thought that would be a great idea.

- *Supervisor Yowell: Commented that he wasn't sure he understood why the County Planner wanted to weave a site plan into the proffers.*

The County Planner explained that, before the applicant disturbs any land, he would normally have to bring the site plan before the Board. However, the rule was changed to say that a land disturbance under 40,000ft would not have to be brought before the Board. By having it proffered, it would waive administrative approval for the project and also have a survey provided for the Board's review as well.

- *Supervisor Jewett: Asked Mr. Juan Pablo Leon why he didn't apply to rezone the entire property.*

Mr. Juan Pablo Leon responded that he did not apply to rezone the entire property to assuage the neighbors concerns about further development on the property in the future.

- *Supervisor Jewett: Said he was concerned that the Planning Commission had not adequately addressed the concerns of the neighbors. Also stated that he would like to see the plan referred back to the Planning Commission for more details before it came back to the Board for a vote.*

Mr. Juan Pablo commented that he believed he had sufficiently addressed the concerns of the neighbors to the best of his ability.

- *Supervisor Yowell: Commented that he did not have a problem with the business model now that he had done further research on the matter and that the rezoning of the property would align with the Route 29 corridor plan. Advised that the space for the storage of 50 cars was sufficiently large enough to accommodate that number of vehicles.*

Supervisor Yowell made a motion to approve Case No. RZ-10-22-24 with the extra condition that Mr. Juan Pablo Leon waive the administrative approval of the site plan, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman. Nay: Dawson, Jewett.***

- E. Case No. OA-10-22-26: Amending the Zoning Ordinance, specifically article 20 (definitions) and adding a definition for the term "short-term lodging Unit" as article 20-160A. This definition would allow a single/one short-term lodging unit as a by-right use on a C1 (conservation), A1 (agriculture), R1 (limited residential), and R2 (general residential) zoned parcel; and two, or more, short-term lodging units would require a special use permit on a C1 or A1 zoned parcel. On R1 and R2 zoned parcels a second short-term rental unit would not be allowable.

- *Supervisor Jewett: Asked for clarification on the current policy for AirBnBs; if someone put an AirBnB on A1 or C1, then those people would just pay the transient occupancy tax.*

The County Planner responded in the affirmative.

- *Supervisor Jewett: Asked if the same applied for R1 and R2.*

The County Planner responded in the affirmative.

- *Supervisor Jewett: Asked if the County Planner knew who instituted that policy and when.*

The County Planner advised that people had been doing AirBnBs for years without concern for zoning.

- *Supervisor Jewett: Asked if there had been any discussion on whether or not the de-facto policy for AirBnBs was in the best interest of the County.*

The County Planner responded that talks had been place for the past year.

- *Supervisor Jewett: Asked what results there had been as a result of the discussions.*

The County Planner responded that the framework was already in place and that the AirBnBs that went before the Board were getting passed and the Planning Commission was spending a good chunk of their meetings approving short-term rentals.

- *Supervisor Jewett: Commented that, with the codifying of the policy, the County may be looking at density problems in the future. Asked if housing density was more intentional or consequential.*

The County Planner responded that he didn't see AirBnBs as really changing housing density and pointed out that they're already here. Said he didn't think the policy being considered wouldn't be a driver for more density or housing.

Chairman Jackson opened the floor to public comment on the current case.

**Anthony Clatterbuck:** Said AirBnB was here to stay and was extremely valuable to the County from a revenue standpoint. Said the tax base was already limited and needed to be expanded by regulating the short-term rentals. Advised Supervisor Jewett that density is controlled by the zoning ordinances in place. Said the focus should be on increasing the tax base and increasing tourist revenue.

Supervisor Hoffman made a motion to approve Case No. OA-10-22-26, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

- F. Case No. OA-10-22-27: Amending the Zoning Ordinance, specifically 1) increasing the number of lots allowed to be served by a private drive from four (4) up to eight (8); 2) require new subdivisions constructing a private road, and/or the extension of an existing private road in an established subdivision, shall file a road maintenance agreement to be publicly recorded in conjunction with the subdivision/survey plat. A maintenance agreement would also be required if an additional house(s) is constructed on an established lot that utilizes an existing private road where no subdivision is proposed but

no road maintenance agreement currently exists; and 3) provide a set of standards for the construction of a new private road and/or the extension of an existing private road.

The County Planner advised the Board that, while increasing the amount of houses on a private road could increase density, the best tool in the County's toolbelt to reduce housing density is minimum lot size which would remain unchanged; similarly, the road maintenance agreement is also a limiting factor to be considered as well insofar as limiting density.

Chairman Jackson opened the floor to public comment on the current case.

**Anthony Clatterbuck**: Asked the Board to consider 8 lots rather than 6; said it would take pressure off of other property in the County.

With no further public comment being brought forth, the public comment opportunity for the current case was closed.

- *Supervisor Yowell: Said a 50% increase in the number of lots on a private drive was all he could stomach. Stated that he hoped land use would be addressed in the County's Comprehensive Plan which is to be examined in the near future.*

Supervisor Yowell made a motion to approve Case No. OA-10-22-27 with the change of 4 to 6 on a private drive, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

**\*\* The Board of Supervisors Suspended to Allow the Planning Commission to Continue Their Review of Cases on the Agenda. \*\***

Chairman Jackson called the Board back into session.

- G. Case No. RZ-10-22-25: Criglersville Elementary School, LLC has applied to rezone 5.83- acres from A1 (agriculture) to M1-C (limited industrial with conditions). As allowed by-right per articles 9-1-20 and 9-1-36 in the M1 zoning district, the applicant is seeking to utilize the parcel's existing buildings (the former Criglersville School and the former voting precinct building) for a mixture of short-term lodging units, a restaurant/bar, event/venue space, and retail space; in addition, the applicant is seeking to construct new short-term lodging units (cabins) on the property. The total number of new short-term lodging units would not exceed 11 total units, and these lodging units would be a mixture of one- and two-bedroom units, with one unit potentially containing (up to) 8 bedrooms. The former Criglersville School structure has roughly 15,000 square feet of interior area and is proposed to contain (up to) 20 short-term lodging units, and the former voting precinct building has roughly 2,300 square feet of interior area and is proposed to be utilized for retail space. If rezoned to M1, prior to the sale of the 5.83-acre parcel to Criglersville Elementary School LLC, Madison County's Board of Supervisors would administratively subdivide a roughly 0.81-acre portion of the subject parcel as a stand-alone parcel under County ownership for continued use as the location



of the Criglersville Mountain Museum. The parcel's postal address of 1120 Old Blue Ridge Turnpike, Madison, Virginia, and is identified on Madison County's Tax Map as 21-61.

The County Planner advised the Board that the amount of cabins had been reduced to 7 units.

- *Chairman Jackson: Commented that there would be a total of 9 accessory structures; 7 cabins, a pool house, and the bridal suite.*
- *Supervisor Yowell: Stated that he knew how emotional these hearings can be and advised that, in his opinion, the project was not really an event venue. Said that the original comments for the property were good and that, after the introduction of some changes, the whole thing got blown out of proportion. Said that he felt that Mr. Schapiro had been very accommodating and many of the issues being raised were out of the County's control. Said that he had previously argued against tearing down the school. Said he thought Mr. Schapiro's intent was good and that the people of Criglersville would be proud once the project was finished.*
- *Supervisor Jewett: Said that there were some red flags for the project; the contract terms seem to be a moving target. Advised that he did not think the project was feasible long term, that he had concerns about changing the historic designation, and that he did not want the County to have to buy the parcel back in the future. Stated that sound carries and agreed with the Criglersville residents about the sound issue. Said that he could not support the project.*
- *Supervisor Dawson: Said he liked the original plan, but that the changes would affect the neighbors and that he struggled with that aspect of the project.*
- *Supervisor Hoffman: Said that she had been in a similar situation with the MWP Supply and that the County needed businesses. Advised that she thought Mr. Schapiro was not a fly-by developer and that she was in favor of the project.*
- *Chairman Jackson: Commented on the previously mentioned aspect that someone had mentioned that "Criglersville did not need to be revitalized" but that they were all for the original proposal. Advised that previous developments had blown-up opposition and that a lot of the opposition was from Not-In-My-Backyard sentimentality. Said previous offers had referenced the same issues of not enough money and too much noise. Said the septic system is probably going to cost half a million dollars. Stated that the Board had held four public hearings on the matter and that nobody has come up with anything apart from not to tear the building down.*

Chairman Jackson opened the floor to public comment on the current case.

**Benny Hurt**: Asked why the Board didn't sell the building to someone else beforehand.

- *Chairman Jackson: Responded that the public had said for them not to do it previously as referenced in the minutes.*

**Connie:** Responded that the town is where business needed to be and not Criglersville.

**Rene Valcourt:** Commented that the Possum Store did 7 small venue music events during the year and could not be compared to the proposed project. Stated the ordinance would allow for 500 people on the property without a SUP and that Mr. Schapiro did a bait-and-switch on the County. Stated that the school might need to be torn down due to severe problems with certain parts including the foundation and roof. Advised that she thought the Board should at least table the Criglersville Project.

**Ellen Early:** Asked if it would be impossible to come up with a compromise for the school; suggested possibly tearing out the back wall and creating a patio and keeping the amplified music inside.

The County Attorney, in response to a question from the audience regarding having the Board inform the neighbors, he advised that the Board would hold a public hearings.

- *Chairman Jackson: Advised that, regarding a question about septic, that VDH would be holding the project to the same standard as everyone else and that modern systems are far cleaner than what's currently in the ground.*

**Marty McGetrick:** Provided his opinion that it was wrong to close the school.

**Peter Maillet:** Asked for clarification from the County Planner regarding whether or not the project was an event venue.

The County Planner advised that the parcel had many different uses and, while an event venue would be allowed, it would not primarily be an event venue.

With no further public comment being brought forth, the public comment opportunity for the current case was closed.

Supervisor Yowell made a motion to table the rezoning request from Criglersville LLC, seconded by Supervisor Dawson.

- *Supervisor Yowell: Said that while Mr. Schapiro had made concessions about certain aspects of the project, it seemed that the key sticking points for the residents still remained.*

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## **DISCUSSION**

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INFORMATION/CORRESPONDENCE

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CLOSED SESSION

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ADJOURN

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With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: November 8, 2022

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**Agenda**  
**Joint Meeting**  
**Wednesday, October 5, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Public Hearings**

- A. **Case No. S-10-22-22**: Homes by Yoder Construction, LLC has applied to subdivide an existing 8-acre R1 (limited residential) zoned parcel. The subdivision would create two “new” parcels and one residue parcel. The new parcels would be 2.2-acres and 2.4-acres; and the residue parcel would be 3.3- acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights of said parcels would be exhausted. The subject 8-acre parcel does not contain a postal address but is located on Burnt Tree Way (Rt. 685), Orange, VA. The parcel is identified on Madison County’s Tax Map as 58-71.
- B. **Case No. S-10-22-23**: Gilnockie Land Corporation, LLC has applied to subdivide an existing 59.9-acre A1 (agriculture) zoned parcel. The subdivision three “new” parcels and one residue parcel. The new parcels would be 15-aces, 15-acres, and 17-acres; and the residue parcel would be 13.1-acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights on each parcel would be exhausted for a minimum of 10 years from the date of recordation. The subject 59.9-acre parcel does not contain a postal address but is located on Emmett Road (Rt. 644), Etlan, Virginia. The parcel is identified on Madison County’s Tax Map as 15-10.
- C. **Case No. RZ-10-22-24**: Mr. Juan Pablo Leon has applied to rezone a roughly 0.75-acre portion of a 3.75-acre parcel from A1 (agriculture) to B1 (business with conditions). If rezoned, the applicant would subsequently subdivide the roughly 0.75-acre B1 zoned area creating a separate parcel. The residual 3- acres would remain zoned A1. The proposed B1 zoned parcel be utilized for an automotive sales lot, and

the parcel's two existing dwellings would be converted into five (5) 250 sq ft. offices with (up to) five individual vehicle dealers operating from these offices. Each dealer would have no more than 10 vehicles on the site per dealer, for a maximum of 50 vehicles on the parcel at any given time; all vehicles would be contained/parked in an enclosed/fenced-in area with a visual barrier. The subject parcel's two existing dwellings are addressed as 553 Kirtley Road and 101 James City Road, Reva, Virginia. The parcel is identified on Madison County's Tax Map as 33-11.

- D. **Case No. RZ-10-22-25**: Criglersville Elementary School, LLC has applied to rezone 5.83-acres from A1 (agriculture) to M1-C (limited industrial with conditions). As allowed by-right per articles 9-1-20 and 9-1-36 in the M1 zoning district, the applicant is seeking to utilize the parcel's existing buildings (the former Criglersville School and the former voting precinct building) for a mixture of short-term lodging units, a restaurant/bar, event/venue space, and retail space; in addition, the applicant is seeking to construct new short-term lodging units (cabins) on the property. The total number of new short-term lodging units would not exceed 11 total units, and these lodging units would be a mixture of one- and two-bedroom units, with one unit potentially containing (up to) 8 bedrooms. The former Criglersville School structure has roughly 15,000 square feet of interior area and is proposed to contain (up to) 20 short-term lodging units, and the former voting precinct building has roughly 2,300 square feet of interior area and is proposed to be utilized for retail space. If rezoned to M1, prior to the sale of the 5.83- acre parcel to Criglersville Elementary School LLC, Madison County's Board of Supervisors would administratively subdivide a roughly 0.81-acre portion of the subject parcel as a stand-alone parcel under County ownership for continued use as the location of the Criglersville Mountain Museum. The parcel's postal address of 1120 Old Blue Ridge Turnpike, Madison, Virginia, and is identified on Madison County's Tax Map as 21-61.
- E. **Case No. OA-10-22-26**: Amending the Zoning Ordinance, specifically article 20 (definitions) and adding a definition for the term "short-term lodging Unit" as article 20-160A. This definition would allow a single/one short-term lodging unit as a by-right use on a C1 (conservation), A1 (agriculture), R1 (limited residential), and R2 (general residential) zoned parcel; and two, or more, short-term lodging units would

require a special use permit on a C1 or A1 zoned parcel. On R1 and R2 zoned parcels a second short-term rental unit would not be allowable.

- F. **Case No. OA-10-22-27**: Amending the Zoning Ordinance, specifically 1) increasing the number of lots allowed to be served by a private drive from four (4) up to eight (8); 2) require new subdivisions constructing a private road, and/or the extension of an existing private road in an established subdivision, shall file a road maintenance agreement to be publicly recorded in conjunction with the subdivision/survey plat. A maintenance agreement would also be required if an additional house(s) is constructed on an established lot that utilizes an existing private road where no subdivision is proposed but no road maintenance agreement currently exists; and 3) provide a set of standards for the construction of a new private road and/or the extension of an existing private road.

**Discussion**

**Information/Correspondence**

**Public Comment**

**Closed Session**

**Adjourn**

# MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, October 11<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

## MEETING #33 — October 11th

At a regular meeting of the Board of Supervisors on Tuesday, October 11<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment.

**Eleanor Montgomery**: Said that, from what she gathered from the previous RSA presentation at a Board meeting, outside developers looked ready to pounce on the new EDUs from the expanded water facility. Asked the Board to carefully consider what they do with the EDUs. Thanked the Board allowing people to speak at their meetings.

Chairman Jackson: Asked Ms. Montgomery to reiterate what she had said at the School Board meeting the previous night for the Board.

**Eleanor Montgomery**: Advised that a group called Madison Cares, with the support of the Madison Legion, sponsored the Constitution Day art project. Patrick Corbin, a 12<sup>th</sup> grader from Madison, won first place out of around 30,000 contestants.

**Tammy Geer:** Advised about the condition and upkeep of Parish Road. Advised that the hard surface had been transformed into a more gravelly surface and had created dangerous potholes. Said she had been making many requests to VDOT for assistance to no avail. Asked the Board to look at a quick remedy for gravel dust and repairs and the possibility of possibly putting it on the 6-year road plan.

The County Administrator advised that he could reach out to VDOT for the repair side of things, but the 6-year plan additions are usually made around April.

➤ *Supervisor Yowell: Asked if Rural Rustic would make things move faster.*

The County Administrator advised that it stretched dollars a little more, but did not really increase the speed at which a road would be paved.

With no further public comment being brought forth, the public comment opportunity was closed.

#### **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

**Facilities:** Moonie Frazier was present and advised the Board of the following:

- Roof completed at Commonwealth's Attorney
- HVAC completed at Animal Shelter
- Working on issues with trees in the County; particularly, the tree at Beasley Park
  - The tree is to be replaced with something else

➤ *Supervisor Yowell: Asked about the tree at Washington Circle.*

Mr. Frazier responded that the tree in question is still alive and will likely be relocated.

**Finance:** Jennifer Warren was present and advised the Board of the following:

- ERP project a work-in-progress
- Working through FY22 audit

**Clerk of Court:** Leeta Louk was present and advised the Board of the following:

- Began E-recording program
- Marriage kiosk is up and running

**Zoning & Planning:** Ligon Webb was present and advised the Board of the following:

- Fords Shop Glamping public hearing in November
- Solar Project public hearing possibly in December

**Emergency Management & EMS:** Gavin Helme was present and advised the Board of the following:

- Received REPP grant
- Last LEPC meeting for the year completed



- Brian and Gavin will be attending All-Hazards training in Texas
- 145 calls for EMS; average response of 9 minutes
- Fully staffed at EMS
- Billy Hamm completed education coordinator course
- Standby events for Taste of the Mountains, Football Games, Woodberry Forest events, etc.

**Economic Development & Tourism:** Tracey Gardner was present and advised the Board of the following:

- Light Up the Night Event coming up
- Website average view still up
- Chamber Mixer at MadVines
- VA Career Works helped 12 residents
- Possibly using TOT fund for Greenscapes tree

The County Administrator asked if the Board would like to proceed with getting a tree for the War Memorial Building.

➤ *Chairman Jackson: Asked Ms. Gardner if she thought she could get the tree donated.*

Ms. Gardner responded that she may be able to get the labor donated, but probably not the tree itself.

➤ *Chairman Jackson: Asked Ms. To get a cost estimate for the tree.*

**IT:** Bruce Livingston was present and advised the Board of the following:

- New UPS for the Treasurer's Department
- Animal Shelter getting new phones
- Terminating fiber at E911
- Working on APIs and web server certificates for ERP
- Cleaning up Office 365 from old tenant
- Order a cyber-security intrusion test that will take place in the coming weeks

**Commissioner of Revenue:** Brian Daniel was present and advised the Board of the following:

- Land use forms being returned now
- Discovered a few items for cleanup with the Treasurer

➤ *Supervisor Yowell: Asked if the bills were going out through Avenity.*

The Treasurer responded in the affirmative.

**E911:** Brian Gordon was present and advised the Board of the following:

- Hoover Ridge site basically done
- Beautiful Run and Blakey are still works in progress
- North End site still on hold

- Did not receive the AFG grant
- Handled 3,604 calls; calls for service at 1,023

➤ *Supervisor Yowell: Asked when the Hoover Ridge tower would be fired up.*

Mr. Gordon responded that a certain component are on back order with no idea when it would come in, but that testing will be done on the site soon.

**Sheriff:** Erik Weaver was present and advised the Board of the following:

- Vehicles showed up last week
- Would like to talk about mental health next budget cycle

**Treasurer:** Stephanie was present and advised the Board of the following:

- Hoping to get real estate bills out by Friday
- Working on ERP and pre-audit

**School Board:** Karen Allen was present and advised the Board of the following:

- Principals showed plans for school improvement

## **CONSENT AGENDA**

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1. Approve: Minutes from 09/13/22

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## **OLD BUSINESS**

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2. Rappahannock Rapidan Community Services Board Appointment

The County Administrator advised that the advertisement for RRCSB had yielded no new applicants and asked the community to reach out to possibly interested candidates.

## **NEW BUSINESS**

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3. Financial Update – Bobby Frye

Bobby Frye was present and provided the Board with updates regarding the County's finances and budget status.

4. ERP Project Update – Tom Char, Project Manager

Tom Char was present and provided the Board with an update regarding the ERP project.

➤ *Chairman Jackson: Asked about the timing of the phases for the project.*

Mr. Char responded that the planning phase will start in November with a possible start in January or February.

- *Supervisor Yowell: Asked about the “identify all third party application integrations to Tyler ERP”.*

Mr. Char responded that it referred to other applications within the County.

- *Supervisor Yowell: Asked when Mr. Char thought Phase 3 could start.*

Mr. Char responded that he did not have a concrete idea of when that phase would begin, but there would be an aggressive schedule to get it done.

5. Rappahannock Juvenile Detention Center True-up – Finance Director  
Jennifer Warren advised the Board of a true-up for the Rappahannock Juvenile Detention center.

- *Supervisor Yowell: Advised the public that the cost is based on use by County.*
- *Chairman Jackson: Asked if the meetings are monthly or quarterly.*

The County Administrator responded that the meetings are two meetings month that include a business meeting and a finance committee meeting.

Supervisor Yowell made a motion to approve FY22 Supplemental Appropriation #34 in the amount of \$253,778, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

6. Building and Zoning Permit Technician Position – County Administrator  
The County Administrator advised the Board of his request for a new permit technician position for the Building and Zoning Department.

Supervisor Hoffman made a motion to approve the Building and Zoning Permit Technician position as requested by the County Administrator, seconded by Supervisor Jewett.

The County Administrator inquired if the Board needed to reference the supplemental number.

It was decided that it was not necessary to include the number due to the funds coming out of contingency.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

7. Open Space Agreement – Brian Daniel  
Brian Daniel advised the Board of the draft open space agreement to be discussed. Indicated to the Board that the ordinance has been in the code since the late 70s but has not been used.

- *Chairman Jackson: Asked for terms to be put forth for the contract for the Board to deliberate on. Extrapolated that the Board would need to decide if they wanted to enter the easement business. Asked the County Attorney if he had reviewed the contract.*

The County Attorney responded that he had mostly looked at what other localities had been doing and advised that the Board needed to pay attention to enforcement issues that may cause problems down the line.

The County Administrator asked if the issue was time sensitive.

Mr. Daniel responded that it was to a certain degree with applications being due November 2<sup>nd</sup>.

The County Attorney advised that he would have something put together for the issue in around two weeks.

- *Chairman Jackson: Asked if there was a variable option for duration or if needs to be set at a flat rate.*

Mr. Daniel responded that it would likely be a flat rate for everyone who applied.

- *Supervisor Yowell: Said the easement request looked like someone being paid to do nothing with their land.*

Mr. Daniel also touched on the Forest Sustainability Fund and asked the Board if he should apply for the funding.

- *Chairman Jackson: Asked what the downside of the fund would be.*

Mr. Daniel responded that he didn't see one aside from the usage for education or parks and recreational purposes.

The Board tentatively agreed to have Mr. Daniel seek the funding.

## **DISCUSSION**

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### **8. Private Medical Transport Request – County Administrator**

The County Administrator advised that a request had been received by a potential tenant for a realtor that is a private medical transporter.

- *Chairman Jackson: Asked if the organization have to get their own chief medical director or if it would be Madison's.*

Noah Hillstrom was present online and advised that Madison's medical director would not need to sign off as they would have to provide their own.

- *Chairman Jackson: Asked if it would work well with the current emergency services.*

Mr. Hillstrom responded in the affirmative.

- *Supervisor Yowell: Asked Mr. Hillstrom for a scenario where the PMT would be used.*

Mr. Hillstrom responded that there would be a mutual aid agreement in place and that anybody could call their number for transport from the PMT.

- *Supervisor Hoffman: Asked the County Administrator if the Board needed a lease with a private company in order to do this.*

The County Administrator responded that the lease would not be with the County and would be between the realtor and PMT company for office space. The County would need to pass a resolution to recognize them as a provider.

- *Supervisor Hoffman: Asked if the County would have any responsibility if something negative happened.*

The County Attorney responded that these companies are mostly sourced through insurance companies for Medicare and Medicaid purposes.

- *Supervisor Yowell: Asked if the PMT would cut into EMS' revenue.*

Mr. Hillstrom responded in the affirmative and also mentioned that they would also not be doing "compassionate billing" as well.

- *Chairman Jackson: Asked if insurance companies would be contacting the PMT for transport.*

Mr. Hillstrom responded in the affirmative and advised that PMTs typically have relationships with insurance companies.

- *Supervisor Yowell: Asked if it was worth it for staff to continue pursuing the project.*

Mr. Hillstrom responded in the affirmative.

The Board agreed to have the County Attorney and staff look into the matter further.

#### 9. Criglersville School Property

The County Administrator advised the Board of the latest developments on the Criglersville School proposed project. Advised the Board of a FOIA request to be completed by 3:00PM Friday and a community letter that was received from Criglersville residents.

- *Chairman Jackson: Advised that other requests have been received for the Criglersville property and stated that the County is subsidizing the real estate transaction with the intent to have restrictions placed on it. Stated that he thought it would be irresponsible of the County to sell the property fee-simple without restrictions. Also stated that he was*

*against any kind of noise ordinance and that the buyback clause was not a direct buyback and would simply give the County the first option to buy it back.*

- *Supervisor Yowell: Asked if the FOIA request would be ready to go out on Friday and how it would be released.*

The County Administrator advised in the affirmative and that it would be provided via thumb drive.

- *Supervisor Yowell: Stated he was against looking at any other offer until the current one was done with as it would not be fair to the applicant. Advised that he had received a call with some recommendations for the property and that he would pass the suggestions along to the County Planner and County Administrator. Asked the County Attorney if he thought it would be acceptable to release the suggestions.*

The County Attorney advised that Supervisor Yowell could share them as he wished and could also do it through the Planning Department.

- *Supervisor Hoffman: Advised that if someone had wanted the building, they should have made an offer before the Board accepted an offer. Stated that she thought that the current applicant was being dragged around and said that other offers should be off the table until the current one is dealt with.*
- *Supervisor Dawson: Advised that he liked the original plan, but agreed that moving on to offers trying to buy the property out from the current applicant was wrong.*
- *Supervisor Jewett: Advised that he was opposed to the property being an event venue and the rezoning. Said the current proposal deviated heavily from the original proposal and that the Board needed to figure out what they wanted to do before moving on to other offers. Stated that, if the current deal doesn't go through, then the Board may give thought to selling the property at the listed price and – if that doesn't garner a buyer – then the County tears the building down and sells the property. Said the Board owed it to Mr. Schapiro to give his application a vote up or down.*
- *Chairman Jackson: Stated that the Board will go into closed session at the end of the meeting to hash things out further.*

#### 10. Leathers Lane Position Paper – County Attorney

The County Administrator advised of a revision to Paragraph 9D on the Leathers Lane Position Paper.

The County Attorney advised of current ongoing issues with Leathers Lane and advised of the changes to have residents come before the Board to request approval for doing repairs to the road.

- *Chairman Jackson: Advised that he agreed that Leathers Lane should be the last item on each agenda and stated that quarterly repairs seemed adequate for the road.*

Supervisor Yowell made a motion to adopt Madison County's Position on Leathers Lane dated October 11<sup>th</sup>, 2022. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

## **INFORMATION/CORRESPONDENCE**

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### **11. REC Rate Increase Notification**

The County Administrator advised the Board of a rate increase by REC to cover the cost of infrastructure and investments.

### **12. Estes House Roof Replacement**

The County Administrator advised that the roof for the Estes House roof has been replaced.

## **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment.

**Bill Guerry**: Stated that he believed that the information the community currently has to respond to is amorphous and ever-changing. Stated that the for sale sign had been up for so long that people believed it simply wasn't going anywhere and that the original proposal just involved the school which, since then, has been expanded outside of the school to include a multitude of cabins. Asked how and why the project expanded into the exterior cabins. In addition to the FOIA request, stated that he thought the draft contract should be made available to the public before it is signed. Stated his belief that the original, June 14<sup>th</sup> contract, did not have any meaningful review by counsel and was likely drafted by Mr. Schapiro's attorney. Said that he believed that the Board had committed to provide, for the \$25,000 payment, whatever zoning he needed for his intended use.

- *Supervisor Hoffman: Excoriated Mr. Guerry for accusing the Board of taking money to approve zoning.*

**Jim Howe**: Said he was pleased with some of the things in the current proposal and that issues remained, but some changes had been made due to public input. Would like for the public input to continue to get some more changes. Asked for Supervisor Yowell to release the suggestions he received so that the public could respond to them before the net meeting where the project may be voted on. Said that the County needed to avoid setting a dangerous precedent with the project. Said he agreed with Supervisor Jewett's approach if the current proposal is not accepted.

**Felix Schapiro**: Said it was never his perception that anything in the original contract would tie the Board's hands for the zoning decision. Said he had read some of the comments online about the project and stated unconditionally that he did not have any plans to tear down the school. Said that the event venue portion was always part of the plan to make the school a successful business. Also stated that there was no plan to have Criglersville incorporated into Shenandoah

National Park. Advised that he had many of his planning documents publicly available and that those tests were being used by contrary bids.

**Ashley Kyle:** Echoed Mr. Schapiro's sentiments and Supervisor Hoffman's response to the earlier public comment. Stated that the rezoning is a contingency of the contract and that and that it was never the intent for the County to promise anything to Mr. Schapiro.

**Jim Howe:** Advised that the \$250,000 left in the budget would be useful for taking down Criglersville.

**Samantha Guerry:** Advised that the Criglersville residents wanted to cooperate with the Board and outlined very specific problems they had with the proposed project in the letter that was sent to the Board earlier. Stated that there looked to be a disconnect between what the Board thought was a public benefit and what the Criglersville community saw as a public benefit. Advised that Criglersville had seen a lot of change with more families coming in and investing in the community. Said the FEMA floodplain issues needed to be resolved.

- *Supervisor Yowell: Advised the public that the current offer is not a special use permit and is instead a rezoning request where the Board does not have as much authority to lay down proffers. He avoided revealing the suggestions to avoid the chances that it may affect negotiations with the current offer. He advised of a wedding he had recently attended where he learned more about the event process and how they function. Also added that the County currently expends funds for the maintaining of the property. Lastly added that Channel 29 News said that he had declined an interview about Criglersville which was not true.*
- *Chairman Jackson: Said he was not in favor of putting the parcel up for public auction at all and that Criglersville residents are not the only ones who get a say on the matter.*

## **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(29) for discussion of the award of a public contract

Seconded by Supervisor Hoffman. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1), 2.2-3711(A)(7), and 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

**As a result of the Closed Session:**



Supervisor Dawson made a motion to table the Criglersville rezoning request and contract consideration until the first Board meeting in November, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### ADJOURN

With there being no further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: October 25, 2022

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**Agenda**  
**Board of Supervisors Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, October 11, 2022 at 4:00 PM**  
**Admin. Building Auditorium, 414 North Main**  
**Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Constitutional Officers, County Departments, Committees & Organizations**

**Consent Agenda**

1. Approve: Minutes from 09/13/22

**Old Business**

2. Rappahannock Rapidan Community Services Board Appointment

**New Business**

3. Financial Update – Bobby Frye
4. ERP Project Update – Tom Char, Project Manager
5. Rappahannock Juvenile Detention Center True-up – Finance Director
6. Building and Zoning Permit Technician Position – County Administrator
7. Open Space Agreement – Brian Daniel

**Discussion**

8. Private Medical Transport Request – County Administrator
9. Criglersville School Property
10. Leathers Lane Position Paper – County Attorney

**Information/Correspondence**

11. REC Rate Increase Notification
12. Estes House Roof Replacement

**Public Comment**

**Closed Session**

- 2-2-3711(A)(29) – For award of public contract

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, November 8<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #34 — October 25<sup>th</sup>

At a regular meeting of the Board of Supervisors on Tuesday, October 25<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

#### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

#### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

**Remove:**

***2. Approve: Minutes from 10/05/22***

The County Administrator advised of the following amendments to the minutes:

October 11<sup>th</sup>

The full context of Ashley Kyle's comments were included.

Supervisor Dawson made a motion to approve the agenda as amended, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

#### CONSENT AGENDA

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1. Approve: Minutes from 09/27/22

**~~2. Approve: Minutes from 10/05/22~~**

3. Approve: Minutes from 10/11/22

4. Supplemental Appropriation #4

Supervisor Yowell made a motion to approve the consent agenda as amended, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

**SPECIAL APPEARANCES**

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5. Central Virginia Partnership for Economic Development – Helen Cauthen

Helen Cauthen was present and provided the Board with an overview of the CVPED's current activities.

5a. Blue Ridge Committee Update – Bruce Bowman

Bruce Bowman, the County's representative for the Blue Ridge Committee was present and advised the Board of the group's recent activities.

➤ *Supervisor Yowell: Asked if Superintendent Kenny had said anything about feedback on the pilot program for Old Rag.*

Mr. Bowman responded that they were currently conducting a study looking at that very issue.

**OLD BUSINESS**

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6. Open Space Agreement – Brian Daniel

Brian Daniel was present and advised the Board of his work looking into the County possibly pursuing an Open Space Agreement. The question was posed to the Board as to whether or not they would like to pursue these kinds of agreements with the addition that the Board may be competing with farmland and forestry if they did decide to consider entering into open space agreements in the future.

The County Administrator added that, if the Board so chooses, they could opt to amend the ordinance if they wished to change or even repeal the ordinance if they did not wish to pursue such agreements at all.

The County Attorney commented that a couple of counties he had spoken to had said that the biggest complaint was that the program provided many benefits to the recipient without the same level of commitment as a conservation easement. Advised that this measure could possibly compete with the agricultural land use program currently in use for the County.

➤ *Supervisor Jewett: Advised that he thought it would be best to stay away from these kinds of easements and that there may be a net loss to the County with tax revenue and public and private benefit. Said that it may put a burden on County staff.*

Supervisor Yowell: Asked Mr. Daniel if the Board needed to process the applications received with the current, on-the-books ordinance in place first before moving on to changing the ordinance.

Mr. Daniel advised that, currently, he did not have any applications in hand – the possible applicants were watching the meeting to see how things would be received.

- *Supervisor Yowell: Advised that he agreed with Supervisor Jewett and suggested repealing this portion of the ordinance. Asked Mr. Daniel if the program would be automatically renewed for another 10 years.*

Mr. Daniel advised that there would be a refiling at the Clerk's Office, but that there would be another 10-year agreement.

- *Supervisor Yowell: Asked if leaving the program without letting the 10 years expire would require the paying of back taxes.*

Mr. Daniel responded that he believed there would be a 5-year rollback.

- *Supervisor Hoffman: Stated that she was in agreement with Supervisor Jewett and that the County did not need to lose the revenue.*
- *Supervisor Dawson: Advised that he was against the ordinance.*
- *Chairman Jackson: Advised that he was against the ordinance. Asked the County Administrator to proceed with a public hearing.*

The County Administrator and County Attorney advised that December 6<sup>th</sup> would be the most appropriate time to hold a public hearing given the advertising requirements.

Supervisor Jewett made a motion to set December 6<sup>th</sup> as the date for a public hearing for the consideration of repealing the open space ordinance, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### **7. Private Medical Transport Request – Staff**

The County Administrator advised of a request from a private medical transport company to have the Board authorize them to operate within the County.

Noah Hillstrom was present and advised the Board of some background information he had collected about the company and where they currently operate. Advised that he did not have strong opinions either way on allowing or disallowing the company to operate in the County. Also advised that there were questions of billing and if EMS would receive the brunt of complaints were the company to not provide quality service to the community. Said the increased resources would be helpful and mutual aid may be possible in the future.

- *Supervisor Yowell: Asked if the calls would come in through 911.*

Mr. Hillstrom responded that the calls for this company should not come through 911.

- *Supervisor Jewett: Asked the County Attorney what liability implications there would be for the County if they were to allow this service to come in.*

The County Attorney responded that there were none.

- *Chairman Jackson: Advised that the service could mitigate possible increases to the EMS Department in the future. Asked for the County Administrator to provide the Board with a resolution and an MOU at a future meeting.*

**Nick McDowell:** Asked for more due diligence from the Board on allowing the service in the County. Stated his belief that there would be some competition between EMS and the potential service and said there was a possibility for vicarious liability for the County.

The County Attorney responded that the County would not be contracting any services with the company – the County would essentially just be granting them a license.

## **NEW BUSINESS**

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### **8. Supplemental Appropriation #5 (PRA) – Finance Director**

Jennifer Warren was present and advised the Board of a supplemental for Parks and Recreation.

- *Supervisor Yowell: Advised that he had sat with Ms. Warren and Mr. Frye and that the supplement was sound.*

The County Administrator advised the Board of a small correction to the supplemental's account code.

Supervisor Yowell made a motion to approval Supplemental Appropriations #5 in the amount of \$14,000, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### **9. ERP Replacement Budget Update – Finance Director**

Ms. Warren provided the Board with an overview of the County's current overall budget with regards to the ERP project.

The County Administrator advised that staff felt confident they could make up any possible shortfall as referenced earlier by Ms. Warren.

- *Chairman Jackson: Asked if the API was a computer that linked things together.*
- *Supervisor Jewett: Stated that the API is primarily software with some hardware pieces possibly thrown in. Commented that software development projects rarely don't go over budget, but that he was confident that staff would keep things reined in.*

## **DISCUSSION**

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#### 10. Comprehensive Plan Committee

The County Administrator advised the Board of the recommendation from the Planning Commission to have some of their members sit on the Comprehensive Plan Committee as well as a recommendation to include some citizen members on the committee as well. Planning Commission members recommended include: Snider, Utz, Seillier-Moisewitsch, and Work.

- *Supervisor Yowell: Asked if the Planning Commission members' names came from the Chairman of the Planning Commission.*

The County Administrator responded that Chairman Carpenter had met with the County Planner to discuss names.

- *Chairman Jackson: Advised that he, the County Administrator, the County Planner, and Chairman Carpenter had met with Patrick Mauney and their planner to discuss the Comprehensive Plan.*

Supervisor Yowell made a motion to form a Comprehensive Plan Committee to be made up of four members of the Planning Commission, namely Mr. Snider, Ms. Utz, Ms. Seillier-Moisewitsch, and Mr. Work, and County citizens to be named later with the Committee to be dissolved later upon the approval of the Comprehensive Plan, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 10a. EMS Building Proposal

The County Administrator advised the Board of a proposal for the recently purchased building for EMS.

Supervisor Yowell made a motion to approve staff to execute Hurt and Proffitt proposal #20221722, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

#### 11. System Administrator Position Vacancy – County Administrator

The County Administrator advised the Board that the applicant pool for the proposed system administrator position has been limited and suggested possibly underfilling the role.

- *Supervisor Jewett: Commented that IT job descriptions are usually a wishlist and it may be difficult to retain someone without paying a significant amount of money.*
- *Supervisor Yowell: Asked about the education requirements between the two tiered positions.*
- *Supervisor Jewett: Responded that he and Bruce had went back and forth on the requirements listed and had come to believe the current requirements listed were reasonable.*

The County Administrator advised that they would also be moving forward with a retention policy in the future that may be included in the position's acceptance letter.

Supervisor Yowell made a motion to approve the System Administrator I and Senior System Administrator job positions, seconded by Supervisor Dawson.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **INFORMATION/CORRESPONDENCE**

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##### **12. Hoover Ridge Outdoor Recreation Center PER Update**

The County Administrator advised the Board of the current status of Hoover Ridge Outdoor Recreational Center project with regards to engineering services. Advised that a draft may come in November for the PER.

##### **13. School Security Officer Grant Update**

The County Administrator advised the Board that there would be 1-year funding for the position through the grant.

#### **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

#### **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2-2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation;
- 2.2-3711(A)(29) for discussion of the award of a public contract

Seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(7) and 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### **ADJOURN**

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With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Jewett. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*



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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: November 8, 2022

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**Agenda**  
**Board of Supervisors Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, October 25, 2022 at 6:00 PM**  
**Admin. Building Auditorium, 414 North Main**  
**Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 09/27/22
2. Approve: Minutes from 10/11/22
3. Supplemental Appropriation #4

**Special Appearances**

4. Central Virginia Partnership for Economic Development – Helen Cauthen
- 5a. Blue Ridge Committee Update – Bruce Bowman

**Old Business**

5. Open Space Agreement – Brian Daniel
6. Private Medical Transport Request – Staff

**New Business**

7. Supplemental Appropriation #5 (PRA) – Finance Director
8. ERP Replacement Budget Update – Finance Director

**Discussion**

9. Comprehensive Plan Committee
- 10a. EMS Building Proposal
10. System Administrator Position Vacancy – County Administrator

**Information/Correspondence**

11. Hoover Ridge Outdoor Recreation Center PER Update
12. School Security Officer Grant Update

**Public Comment**

**Closed Session**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Wednesday, November 2<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #35 — November 2nd

At a joint meeting of the Board of Supervisors on Wednesday, November 2<sup>nd</sup> at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

### PUBLIC HEARINGS

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- A. **Case No. S-11-22-28**: Mr. Eldon Yoder has applied to subdivide an existing 10-acre (agriculture) zoned parcel. The subdivision would create two “new” parcels and one residue parcel. The new parcels would be 3.1-acres and 3.3- acres; and the residue parcel would be 3.5-acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights of each parcel would be exhausted. The subject 10-acre parcel does not contain a postal address but is located on Twymans Mill Rd (Rt. 705), Madison, VA. The parcel is identified on Madison County’s Tax Map as 51-21.

Supervisor Dawson made a motion to approve Case No S-11-22-28 as recommended by the Planning Commission, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

- B. **Case No. S-11-22-29**: Mr. Joseph Kincheloe has applied to subdivide an existing 13.5-acre A1 (agriculture) zoned parcel. The subdivision would create three “new” parcels and one residue parcel. The new parcels would be 3.3-acres, 3.2-acres, and 3-acres; and the residue parcel would be 3.8-acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights on each parcel would be exhausted. The subject 13.5-acre parcel does not contain a postal address but is located on Arrington Mountain Road (Rt. 606), Haywood, Virginia. The parcel is identified on Madison County’s Tax Map as 23-64.

- *Supervisor Yowell: Asked for clarification from the County Planner that the case did not have VDH approval yet.*

The County Planner responded in the affirmative that the case did not currently have VDH approval, but that they should have it Friday.

Supervisor Hoffman made a motion to approve Case No S-11-22-29 as recommended by the Planning Commission, seconded by Supervisor Dawson.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

- C. **Case No. SU-11-22-30**: Good Hope Baptist Church has applied to amend and expand an existing special use permit to operate an educational facility (private school) on a 3.9-acre A1 (agricultural) zoned parcel. In the A1 zoning district, a private school is allowable by special use permit. In 2014, Good Hope Baptist Church received a special use permit to operate a daycare/preschool from the church’s existing sanctuary building located on a parcel that adjoins the parcel subject to this amended special use permit request. If approved, the applicant is proposing to construct a school building containing roughly 12,000 sq. ft. of floor area (upper and lower levels), with occasional use as a church fellowship/reception hall. The new school’s maximum enrollment would not exceed 200 students. If this amended special use permit is approved, the existing Good Hope Baptist Church Preschool, with an enrollment of roughly 20 students, would continue to operate on the adjoining parcel. The existing preschool’s postal address of 2930 Beautiful Run Road (Rt. 621), Radiant, Virginia and is identified on Madison County Tax Map as 57-56. The undeveloped parcel which is the subject of this amended special use permit request does not contain a postal address but is located on Beautiful Run Road, directly to the north (behind) the Good Hope Baptist Church’s sanctuary building and preschool. Further, this parcel is identified on Madison County’s Tax Map as 57-56A.

The County Planner advised the Board of the addition of a gymnasium to the proposal. Also advised the Board to include reference to the five conditions in the packet if they vote to approve.

**Anthony Clatterbuck**: Said that it was important for parents to have a school environment option based in their religion. Said the school would be a great benefit for the County.

**Mike Sherman**: Advised of a code section referencing moral education and that competition was a good thing. Also advised the Board that the schools are currently failing their education marks.

Supervisor Yowell made a motion to approve Case No SU-11-22-30 as recommended by the Planning Commission to include the 5 SUP conditions referenced within the packet, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

- D. **Case No. SU-11-22-31**: Mr. Ahmed Helmi has applied for a special use permit to operate an event venue on A1 (agriculture) zoned parcels. In the A1 zoning district, an event venue use is allowable by special use permit and required to adhere to articles 14-18 through 14.18.4 of the zoning ordinance. The applicant is seeking a special use permit to allow an entire 38.6-acre parcel, and a roughly 20-acre portion of an adjoining parcel, to be utilized for the following uses: (up to) 70 individual short-term rental units consisting of a mixture of cabins and “glamping” units, a single structure containing a lodge, restaurant and wellness center; maintenance/housekeeping building, a pavilion, and an employee housing buildings. The applicant has proffered a conceptual site layout/design and eliminated large-scale outdoor events as an allowable use. The 38.6-acre parcel does not have a postal address but is located on Fords Shop Road (Rt. 618) – roughly 1,325 feet from the intersection of Fords Shop Road and Beahm Town Road (Rt. 632). The adjoining 20-acre portion of a parcel has a postal address of 638 Fords Shop Road, Culpeper, Virginia.

**Ahmed Helmi**: Clarified from earlier public comments that there will be no day and outdoor events other than ones for the guests. Responded to the claim that he was changing his strategy by buying more land by saying that he was trying to work with the Planning Commission’s suggestions. Advised that, until the SUP was received, he could not discuss the ownership structure with investors as it is dependent on what he receives in the SUP. Said that he was confused by the decision of the Planning Commission as he thought they had compromised sufficiently with the group.

**Scott Sakovic**: Stated that development was inevitable, but that the proposal may not be profitable. Advised that he thought a residential area would bring in more money than the current proposal. Commented that the dollar the project may be bringing in might not be going entirely to Madison.

**Amy Goodall**: Advised that the character of the land will be changed by the land and that campers may see the development negatively as a result.

- *Supervisor Jewett: Stated that he appreciated the public comment and that the facility did not belong in that particular location.*

- *Supervisor Yowell: Advised that he believed Mr. Helmi is a very ethical person and that he did compromise and accommodate the recommendations from the Planning Commission. Said that he liked the plan, but not the location.*
- *Supervisor Hoffman: Said she wouldn't have a problem with the location if it wasn't so dense. Stated that she did not see anything to benefit Madison County in this project.*
- *Chairman Jackson: Stated the project was too dense. Said he was caught in a moral dilemma regarding bringing business to Madison County; the businesses that try to come in keep getting pushback on the same things. Said that he did not think the project fit in that location.*
- *Supervisor Yowell: Said some Comprehensive Plan input would be helpful as the review of the County's Comprehensive Plan goes forward.*

Supervisor Jewett made a motion to reject Case No SU-11-22-31, seconded by Supervisor Hoffman.

The County Attorney recommended that the motion be amended to state “deny” rather than “reject”.

Supervisor Jewett amended his motion to include the County Attorney's suggestion.

Supervisor Jewett made a motion to deny Case No SU-11-22-31, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

- *Supervisor Yowell: Advised that every ordinance that has ever gone into the County's code has been reviewed by the public.*

## **INFORMATION/CORRESPONDENCE**

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### **1. Citizen Appointees to Comprehensive Plan Committee**

Chairman Jackson advised of a list of citizen appointees to the Comprehensive Plan Committee:

- Alan Nicholls
- Mike Fisher
- Peter Rice
- Mesha Jones
- Anthony Clatterbuck

The County Planner advised that he would make the agendas for the Comprehensive Plan Meetings available to the public and encouraged them to attend.

Chairman Jackson asked if the Board would mind adding him and Supervisor Yowell to the Comprehensive Plan Committee as well.

The Board tentatively agreed to the Chairman's request.

Supervisor Yowell made a motion to add Alan Nicholls, Mike Fisher, Peter Rice, Mesha Jones, and Anthony Clatterbuck to the Comprehensive Plan Committee, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**DISCUSSION**

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**INFORMATION/CORRESPONDENCE**

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**CLOSED SESSION**

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**ADJOURN**

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With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

\_\_\_\_\_  
R. Clay Jackson, Chairman  
Madison County Board of Supervisors

\_\_\_\_\_  
Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: November 22, 2022

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**Agenda**  
**Joint Meeting**  
**Wednesday, November 02, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Public Hearings**

- E. **Case No. S-11-22-28**: Mr. Eldon Yoder has applied to subdivide an existing 10-acre (agriculture) zoned parcel. The subdivision would create two “new” parcels and one residue parcel. The new parcels would be 3.1-acres and 3.3- acres; and the residue parcel would be 3.5-acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights of each parcel would be exhausted. The subject 10-acre parcel does not contain a postal address but is located on Twymans Mill Rd (Rt. 705), Madison, VA. The parcel is identified on Madison County’s Tax Map as 51-21.
- F. **Case No. S-11-22-29**: Mr. Joseph Kincheloe has applied to subdivide an existing 13.5-acre A1 (agriculture) zoned parcel. The subdivision would create three “new” parcels and one residue parcel. The new parcels would be 3.3-acres, 3.2-acres, and 3-acres; and the residue parcel would be 3.8-acres. The subject parcel has not been subdivided in the previous 10 years, and future subdivision rights on each parcel would be exhausted. The subject 13.5-acre parcel does not contain a postal address but is located on Arrington Mountain Road (Rt. 606), Haywood, Virginia. The parcel is identified on Madison County’s Tax Map as 23-64.
- G. **Case No. SU-11-22-30**: Good Hope Baptist Church has applied to amend and expand an existing special use permit to operate an educational facility (private school) on a 3.9-acre A1 (agricultural) zoned parcel. In the A1 zoning district, a private school is allowable by special use permit. In 2014, Good Hope Baptist Church received a special use permit to operate



a daycare/preschool from the church's existing sanctuary building located on a parcel that adjoins the parcel subject to this amended special use permit request. If approved, the applicant is proposing to construct a school building containing roughly 12,000 sq. ft. of floor area (upper and lower levels), with occasional use as a church fellowship/reception hall. The new school's maximum enrollment would not exceed 200 students. If this amended special use permit is approved, the existing Good Hope Baptist Church Preschool, with an enrollment of roughly 20 students, would continue to operate on the adjoining parcel. The existing preschool's postal address of 2930 Beautiful Run Road (Rt. 621), Radiant, Virginia and is identified on Madison County Tax Map as 57-56. The undeveloped parcel which is the subject of this amended special use permit request does not contain a postal address but is located on Beautiful Run Road, directly to the north (behind) the Good Hope Baptist Church's sanctuary building and preschool. Further, this parcel is identified on Madison County's Tax Map as 57-56A.

- H. **Case No. SU-11-22-31:** Mr. Ahmed Helmi has applied for a special use permit to operate an event venue on A1 (agriculture) zoned parcels. In the A1 zoning district, an event venue use is allowable by special use permit and required to adhere to articles 14-18 through 14.18.4 of the zoning ordinance. The applicant is seeking a special use permit to allow an entire 38.6-acre parcel, and a roughly 20-acre portion of an adjoining parcel, to be utilized for the following uses: (up to) 70 individual short-term rental units consisting of a mixture of cabins and "glamping" units, a single structure containing a lodge, restaurant and wellness center; maintenance/housekeeping building, a pavilion, and an employee housing buildings. The applicant has proffered a conceptual site layout/design and eliminated large-scale outdoor events as an allowable use. The 38.6-acre parcel does not have a postal address but is located on Fords Shop Road (Rt. 618) – roughly 1,325 feet from the intersection of Fords Shop Road

and Beahm Town Road (Rt. 632). The adjoining 20-acre portion of a parcel has a postal address of 638 Fords Shop Road, Culpeper, Virginia.

**Information/Correspondence**

1. Citizen Appointees to Comprehensive Plan Committee

**Discussion**

**Public Comment**

**Closed Session**

**Adjourn**

# MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, November 8<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

## MEETING #36 — November 8th

At a regular meeting of the Board of Supervisors on Tuesday, November 8<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

#### **New Business**

#### ***4A. Public Comment***

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

### CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

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**EMS & Emergency Management:** Gavin Helme was present and advised the Board of the following:

- 165 Calls, average response of 10 minutes
- Fully staffed, one out on medical leave
- Recent standby events and Trick or Trunk went well
- Noah Hillstrom and Billy Hamm attending EMS symposium

- Received Emergency Preparedness Grant
- Received LEMPG Grant
- Community CPR event scheduled for this weekend from 10:00-2:00PM and 4:00-7:00PM

➤ *Supervisor Yowell: Asked if lunch would be provided for the first meeting.*

Mr. Helme responded that he did not know but would get back to him with an answer.

**Economic Development & Tourism:** Tracey Gardner was present and advised the Board of the following:

- December 2<sup>nd</sup> Parade with 3<sup>rd</sup> and 4<sup>th</sup> being Merry Madison
- State Tourism Summit
- Website views up
- Working on the tree replacement

The County Administration asked Ms. Gardner to reiterate what day the parade was.

Ms. Gardner responded that it would be Friday, December 2<sup>nd</sup>.

Chairman Jackson asked if Tracey was the person coordinating the parade and if she would share something on her social media about the CPR event.

She responded in the affirmative and responded that she had already shared information for the CPR event.

**DSS:** Valerie Ward was present and advised the Board of the following:

- HVAC is almost operational for 101 South Main Street
- Significant increase in applications for benefits
- Madison's DSS recognized for implementing a child welfare strategy

**Finance:** Jennifer Warren was present and advised the Board of the following

- Going into the user acceptance testing phase of the ERP
- Auditors will be here November 14<sup>th</sup>
- Putting together budget schedule for FY24

➤ *Chairman Jackson: Asked when the Finance Department would start sending out budget information to departments.*

Ms. Warren responded that they would like to start sending out info during the first week of December.

**IT:** Bruce Livingston was present and advised the Board of the following:

- Working on the API between Avenity and Tyler
- Phones being imported tomorrow

## CONSENT AGENDA

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14. Approve: Minutes from 10/05/22 and 10/25/22

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## SPECIAL APPEARANCES

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15. Germanna Community College – Dr. Gullickson and Sarah Berry

Dr. Janet Gullickson and Sarah Berry were both present and provided the Board with an update on Germanna Community College.

## OLD BUSINESS

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16. Private Medical Transport Request - Staff

The County Administrator advised the Board of a draft resolution that will likely come before the Board at their November 22<sup>nd</sup> meeting.

## NEW BUSINESS

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17. Criglersville School Rezoning Request

➤ *Supervisor Yowell: Remarked that there had been conditions added since October the 5<sup>th</sup>.*

### *4A. Public Comment*

**Phil Sterbling:** Asked if the Board had considered the fire protection for the element. Advised that the Farm Bureau had placed this property as being outside of a protected fire area.

➤ *Chairman Jackson: Responded that it was a concern, but had not been discussed at great length.*

**Phil Sterbling:** Asked about the County's legal liability regarding the fire protection.

The County Attorney responded that the doctrine of sovereign immunity would protect the County from legal liability.

**Phil Sterbling:** Asked if Marriott had asked to put a hotel in that location, whether the Board would have approved that.

**Felix Schapiro:** Said that he had spoken to Criglersville residents about their feelings on the project and had received a great deal of support regarding the project. Said that, in his own experience, a lot of the development where he had grown up had been done by large, faceless corporations and that he would try to be a good neighbor for the citizens. Stated that he was open

to making changes to the plan to make it more palatable without endangering the solvency of the business.

**Susanna Spencer:** Said she was in support of the Criglersville memo sent by the community on October 10<sup>th</sup>. Asked about the buyback clause.

- *Chairman Jackson: Responded that the “buyback clause” has been modified into a first right of refusal rather than a buyback.*

**Ashley Kyle:** Advised that her client would abide by all legal requirements and obtain any kind of private insurance possible. Advised that she believed that the proposal with the current proffers was in-line with the County’s Comprehensive Plan and a valid use of legislative discretion; further stated that the proposal was not spot-zoning due to it providing a public benefit, being a source of economic development, and fixing a deteriorated County building. Added the Mr. Schapiro had listened to the community’s concerns and agreed to focus on the renovation of the existing school structure first and foremost; however, the cabins are necessary for the plan to provide for the renovations of the main structure. Advised that proffers have been included to address noise concerns and that the community is not helpless regarding enforcement. Also indicated that Mr. Schapiro had proffered to determine a designated representative for all events whose phone would be published for neighbors to use to resolve issues alongside law enforcement. Thanked the Board for recognizing Mr. Schapiro’s professionalism.

**Samantha Guerry:** Advised that the community was staunchly against the rezoning and that their silence tonight was indicative that their opinions had already been voiced and had not changed.

- *Supervisor Yowell: Asked if the conditions that had been added over the last few weeks had not changed her mind on the proposal.*

**Samantha Guerry:** Responded that they had not. Said that very little progress had been made regarding the community’s concerns.

With no further public comment being brought forth, the public comment opportunity was closed.

- *Supervisor Jewett: Said that his principal issue was that a precedent would be set bypassing the 10-acre limit the County currently has for event venues.*
- *Supervisor Yowell: Advised that the proposal was tabled to look for compromise and that the attempted conditions for compromise did not satisfy the residents of Criglersville and the surrounding areas. Advised that, without the support and patronage of the residents, it was his belief that the solvency of the business would be under question.*

- *Supervisor Hoffman: Said that Felix had complied with everything the Board had requested of him; stated that it was not the Board's job to judge whether a person was financially stable enough to go forward or if the business would succeed. Said that it wouldn't matter where the business wanted to go; the residents would not want it in their backyard. Also advised that she did not believe that the solvency of the business would depend on the Criglersville residents alone. Said that, if the County continued to deny business, then they may as well shut down the business concept and just raise taxes. Stated that she thought the rezoning should go forward.*
- *Chairman Jackson: Said that the Board was aware of site-specific issues. Advised that the For Sale sign had been up for four years. Said that, if people did not want business, then the tax burden has to be picked up by the residents. Said that it looked like there was no compromise to be found. Said that he did not like people identifying what year they came to Madison as everyone was part of the community. Advised that Felix had done due diligence and provided everything the Board had asked for. Echoed Supervisor Hoffman's stated that the complaints are always the same no matter where businesses try to come in.*

Supervisor Yowell made a motion to deny Case No. RZ-10-22-25, seconded by Supervisor Jewett. **Aye: Jackson, Yowell, Dawson, Jewett. Nay: Hoffman.**

Advised that the current idea was to let the property sit for a little while and then move to an RFP process in February and March.

## DISCUSSION

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### INFORMATION/CORRESPONDENCE

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#### 18. VDOT Updates

The County Administrator advised the Board of a number of updates from VDOT including:

- Leon Road – Culvert replacement and guardrail finished
- Route 15 – Patching near Woodberry Forest
- Parrish Road – VDOT evaluating for a rural rustic
- Turner Drive - ~0.4 miles could be paved due to the width of the road
- Main Street – Crosswalks in certain places being added and restriped
- VDOT completed timings at the intersection between 29 and Fishback

- *Supervisor Hoffman & Jewett: Both advised that there was an improvement, but it is still not where it needs to be.*
- *Chairman Jackson: Asked the County Administrator to look into the timing for the intersection between Fairgrounds Road and Route 29.*

#### 19. Opioid Settlement Funds and Needs Assessment

The County Administrator advised the Board of the funds to be received from the Opioid settlement. Advised the Board that a needs assessment will be conducted to see where the County needed to go.

The County Attorney advised that he will be looking into what additional funds may be available, but that the number of defendants in the lawsuit makes figuring out how much money is to be distributed is difficult to discern.

- *Supervisor Yowell: Asked if the Commonwealth's Attorney was on the list for the needs assessment.*

The County Administrator responded in the affirmative.

#### **PUBLIC COMMENT**

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Chairman Jackson opened the floor to public comment.

**Jim Howe**: Thanked the Board for their decision on Criglersville.

**Felix Schapiro**: Stated that he thought he and the County still had a long road ahead of them. Also stated that he thought the outcome from tonight would affect other developers looking to come into the County.

**Tracey Gardner**: Said she felt the proposed project was perfect for economic development and tourism and echoed Mr. Schapiro's point on developers that opportunities came and were rejected.

- *Chairman Jackson: Advised that he looked forward to hearing another proposal from Felix in the future.*

With no further public comment being brought forth, the public comment opportunity was closed.

#### **CLOSED SESSION**

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(1) for personnel
- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation;

Seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1) and 2.2-



3711(A)(7) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**ADJOURN**

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: November 22, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, November 8, 2022 at 4:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Constitutional Officers, County Departments, Committees & Organizations**

**Consent Agenda**

1. Approve: Minutes from 10/05/22 and 10-25-22

**Special Appearances**

2. Germanna Community College – Dr. Gullickson and Sarah Berry

**Old Business**

3. Private Medical Transport Request – Staff

**New Business**

4. Criglersville School Rezoning Request – Staff

**Information/Correspondence**

5. VDOT Updates
6. Opioid Settlement Funds and Needs Assessment

**Discussion**

**Public Comment**

**Closed Session**

Personnel & Legal

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, November 22<sup>nd</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #37 — November 22<sup>nd</sup>

At a regular meeting of the Board of Supervisors on Tuesday, November 22<sup>nd</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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- 16. Approve: Minutes from 11/02/22 & 11/08/22
- 17. Supplemental Appropriation #6

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### SPECIAL APPEARANCES

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18. Jefferson Area Community Criminal Justice Board – Neal Goodloe  
Mr. Goodloe was present and advised the Board of the crime and incarceration trends for Madison County.

- *Chairman Jackson: Asked Mr. Goodloe if the drop in February '22 was the feds picking up.*

Mr. Goodloe responded in the negative and stated that it was only since March of 22 where the drop occurred.

Clarissa Berry was present and advised of the following:

- Stated that Madison had not been part of a private narcotics task force in the past 3 or 4 years
- Said that the drop in 2020 could be attributed to factors such as:
  - New circuit court judge
  - Substantial changes to probation violations
  - Inmates being held on dual-County charges

- *Supervisor Yowell: Asked if the County was saving on bed days.*

Ms. Berry responded in the affirmative.

The County Administrator asked if only adult crime was included in the statistics.

Mr. Goodloe responded that the crime data includes juvenile data, but that the incarceration data is only adult.

## **OLD BUSINESS**

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### **19. Broadband MOU for RDOF Challenged Area – County Administrator**

The County Administrator advised the Board of the two challenged areas for broadband; Firefly for one and Brightspeed for the Wolfstown and Hood areas. Advised the Board of the current MOU and that there would likely be some changes made in the future. Recommended the Board to authorize him to sign a consent signature line of the MOU for when the MOU is finalized.

The County Attorney advised that he would suggest adding a notation that the County Attorney has approved the document to form. Recommended that the Board execute the MOU.

Supervisor Yowell: Asked if DHCD was “driving the train” with the MOU.

The County Administrator responded in the affirmative.

Supervisor Yowell made a motion to authorize the County Administrator to sign the MOU between TJPd and DHCD once those parties come to an agreement, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### **20. Private Medical Transport Resolution – County Administrator**

The County Administrator advised the Board of a draft resolution for the Board to consider for non-emergency types of transports; other levels of service could be negotiated in the contract at a future time and the contract would not preclude other providers as well.

A representative from Delta Medical was present and advised that they did a lot of business out of UVA and that they are interested in getting a local office in Madison to support their business with UVA.

- *Supervisor Yowell: Asked if they would have their own operations medical director.*

The Delta Medical representative responded in the affirmative.

- *Supervisor Yowell: Asked what kind of certified personnel would be present in the transport vehicle.*

The Delta Medical representative responded that an EMTB would always be in the vehicle and would be accompanied by either another EMTB or an **IE Rock Driver**.

- *Chairman Jackson: Asked if they were transporting at a BLS level.*

The Delta Medical representative responded that they are at a BLS level and are looking to add ALS.

- *Supervisor Yowell: Asked if the County's EMS called on Delta Medical for assistance, whether they would need to identify if a BLS or ALS service was required.*

Noah Hillstrom responded in the affirmative and stated that a mutual aid agreement would need to be established if the County would like to pursue such a thing.

- *Supervisor Yowell: Asked if Delta Medical would have 1 or 2 trucks in Madison.*

The Delta Medical representative responded that they would only have 1 truck at the moment in the County.

- *Chairman Jackson: Asked how many people Delta Medical had working for them.*

The Delta Medical representative responded that they had 29 people working for them.

- *Chairman Jackson: Asked the name of the representative.*

The Delta Medical representative identified himself as Jason Lillard.

Supervisor Dawson made a motion to approve Resolution #2022-14, seconded by Supervisor Jewett. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

## NEW BUSINESS

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### 21. Real Estate and Personal Property Tax – County Administrator

The County Administrator advised the Board of a request from the Treasurer to extend the deadline of real estate and personal property tax payments without penalty to COB December 12<sup>th</sup>.

Supervisor Yowell made a motion to revise the due date for real estate and personal property taxes to December 12<sup>th</sup>, 2022, seconded by Supervisor Dawson.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### 22. Verizon Pole Lease Agreement – County Administrator

The County Administrator advised the Board of the completed pole lease agreement for fiber.

Supervisor Jewett made a motion to authorize the County Administrator to execute the Verizon Pole Agreement as presented, seconded by Supervisor Hoffman.

***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

## DISCUSSION

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### 23. Budget calendar

The County Administrator advised the Board that Thursdays have been used for Budget Meetings and asked them what time and days would work best for the Board.

- *Chairman Jackson: Advised that 3-6PM on Thursdays is the direction the Board wanted to go. Asked what time Department Heads would return their budget requests.*

Ms. Warren responded that they would be returned on January 13<sup>th</sup>, 2023.

- *Supervisor Yowell: Stated that the ERP schedule may affect the schedule for meetings as well.*

## INFORMATION/CORRESPONDENCE

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### 24. Website Update

The County Administrator advised that he had heard from Board members, staff, and citizens that the site is in need of updates. Advised that a provider had been identified and would be further discussed at the meeting on the 13<sup>th</sup>.

### 25. Firefly Fiber Hut Location

The County Administrator advised the Board that Firefly was looking to locate an area for a fiber hut. Areas that had been looked at thus far would not have been feasible, but the tower site at Hoover Ridge may be workable.

### 26. Public Hearing for Open Space Agreement

The County Administrator advised of the readvertising on the Open Space Agreement Public Hearing to be set on the 13<sup>th</sup> of December.

## PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

## CLOSED SESSION

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(1) for personnel;
- 2.2-3711(A)(29) for discussion of the award of a public contract;

Seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1) and 2.2-3711(A)(7) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## ADJOURN

---

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: December 13, 2022

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**Agenda**  
**Board of Supervisors**  
**Tuesday, November 22, 2022 at 6:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 11/02/22 & 11/08/22
2. Supplemental Appropriation #6

**Special Appearances**

3. Jefferson Area Community Criminal Justice Board – Neal Goodloe

**Old Business**

4. Broadband MOU for RDOF Challenged Area – County Administrator
5. Private Medical Transport Resolution – County Administrator

**New Business**

6. Real Estate and Personal Property Tax – County Administrator
7. Verizon Pole Lease Agreement – County Administrator

**Discussion**

8. Budget calendar

**Information/Correspondence**

9. Website Update
10. Firefly Fiber Hut Location
11. Public Hearing for Open Space Agreement

**Public Comment**

**Closed Session**

Contract and Personnel

**Adjourn**



## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:30PM — Friday, December 2<sup>nd</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #38 — December 2nd

At a special meeting of the Board of Supervisors on Friday, December 2<sup>nd</sup> at 4:30PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

#### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

#### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

#### *Public Comment*

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

#### NEW BUSINESS

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##### 12. Canceling of December 7<sup>th</sup> Joint Planning Commission Meeting

Supervisor Dawson made a motion to cancel the December 7<sup>th</sup> Joint Planning Commission Meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

## CLOSED SESSION

---

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members
- or consultants pertaining to actual or probable litigation;
- 2.2-3711(A)(29) for discussion of the award of a public contract;

Seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(7) and 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to reinstate the December 7<sup>th</sup> Joint Meeting to be held at 7:00PM, seconded by Supervisor Dawson.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## ADJOURN

---

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: December 13, 2022

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**Agenda**  
**Board of Supervisors Special Meeting**  
**Friday, December 2, 2022 at 4:30 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**New Business**

1. Canceling of December 7<sup>th</sup> Joint Planning Commission Meeting

**Public Comment**

**Closed Session**

- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation
- 2.2-3711(A)(29) for discussion of the award of a public contract

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Wednesday, December 7<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #39 — December 7th

At a Joint Meeting of the Board of Supervisors and Planning Commission on Wednesday, December 7<sup>th</sup> at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

### CLOSED SESSION

---

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members
- or consultants pertaining to actual or probable litigation;
- 2.2-3711(A)(29) for discussion of the award of a public contract;

Seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(7) and 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

#### ADJOURN

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk

Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: December 13, 2022

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**Agenda**  
**Joint Meeting**  
**Wednesday, December 7, 2022 at 7:00 PM**  
**Administration Building Auditorium**  
**414 North Main Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Closed Session**

2.2-3711(A)(7) for consultation with legal counsel and briefings by staff  
members or consultants pertaining to actual or probable litigation

2.2-3711(A)(29) for discussion of the award of a public contract

**Public Comment**

**Adjourn**

## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, December 13<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #40 — December 13th

At a regular meeting of the Board of Supervisors on Tuesday, December 13<sup>th</sup> at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

---

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

#### Old Business

#### *4a. Supplemental Appropriation #9 - ESSER Fund Supplemental Appropriation*

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

### PUBLIC COMMENT

---

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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20. Approve: Minutes from 11/22/22, 12/02/22, and 12/07/22

21. Supplemental Appropriation #7 – School Resource Officer

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## **CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS**

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**DSS:** Valerie Ward was present and advised the Board of the following:

- Fully staffed
- Good success with Thanksgiving and Christmas adoption programs

**Finance:** Jennifer Warren was present and advised the Board of the following:

- FY22 Audit Complete
- FY21 CAP Audit completed and filed
- FY24 Budget Prep

**Parks & Rec:** Jerry Carpenter was present and advised the Board of the following:

- Winter Sports starting up

**Sheriff:** Erik Weaver was present and advised the Board of the following:

- Challenges in Leathers Lane area
- Heroin, Fentanyl, and Cocaine issues in the County

➤ *Chairman Jackson: Asked if the Sheriff was working with the task force on a daily basis*

Sheriff Weaver answered in the affirmative.

➤ *Supervisor Yowell: Asked if Madison was mainly distribution or users for drugs.*

Sheriff Weaver responded that it was both; the County was dealing with both a dealer and user problem.

**Commissioner of the Revenue:** Brian Daniel was present and advised the Board of the following:

- Personal Property and Real Estate taxes done with
- Increase in billing for new construction

**E911:** Brian Gordon was present and advised the Board of the following:

- Radio system moving along
- Hoover Ridge complete aside from generator turnup
- Beautiful Run & Blakey Ridge complete
- Hughes River on hold
- Fully staffed

**EMS:** Noah Hillstrom was present and advised the Board of the following:

- Fully staffed
- Helping w/ standby events
- Community CPR event had 5 attendees
- On final stages of strategic plan
- Ambulance Replacement Plan being formulated



**Emergency Management:** Gavin Helme was present and advised the Board of the following:

- Working on shelter upgrade grant
- Stop The Bleed program and kits upcoming
- *Chairman Jackson: Commented that the CPR class was beneficial even though there were only 5 attendees.*

**Planning Commission:** Peter Work was present and advised the Board of the following:

- Working on Comprehensive Plan

**IT:** Bruce Livingston was present and advised the Board of the following:

- Alan Berry hired into IT team
- Tyler upgrade happened over the last couple days; Avenity being worked with on the API
- Backups crisis has been solved
- Working on email address lists in Outlook
- Moving sometime in January to the War Memorial

## **PUBLIC HEARING**

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### 22. Open Space Agreement – Ordinance Amendment

The County Administrator gave a brief overview of the proposed ordinance amendment to the County Code.

- *Chairman Jackson: Asked if this ordinance would affect any active agriculture and land use.*

Brian Daniel responded that it would not.

- *Supervisor Yowell: Asked if the ordinance would affect any conservation easements currently in place or ones that may come into being in the future.*

Brian Daniel responded that it would not.

The County Attorney advised that the Piedmont Environmental Council had submitted a letter recommending against the proposed ordinance.

- *Supervisor Jewett: Commented that he was in favor of the amendment and that he did not see any benefit to keeping the ordinance as it is.*
- *Supervisor Yowell: Asked if tax deferral was the proper way to explain the ordinance.*

Both Brian Daniel and the County Attorney responded in the affirmative.

Chairman Jackson opened the floor to public comment on the proposed ordinance.

**Mike Fisher:** Commented that the explanation presented by the County Attorney was the explanation that should have been presented before the public hearing was announced.

With there being no further comments being brought forth, the public comment opportunity was closed.

3a. Ordinance 2022-6

Supervisor Dawson made a motion to approve Ordinance No. 2022-6, seconded by Supervisor Hoffman. Chairman Jackson certified the motion through a roll-call vote: **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

**OLD BUSINESS**

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23. Supplemental Appropriation #8 – Rescue Squad Purchase – Finance Director Jennifer Warren was present and advised of a \$2,317 settlement cost to account for regarding the closing of the Rescue Squad building purchase.

Supervisor Yowell made a motion to approve Supplemental Appropriation #8, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

**4a. Supplemental Appropriation #9 - ESSER Fund Supplemental Appropriation**

The County Administrator advised of the proposed supplemental appropriation from the School Board regarding the use of ESSER funds.

Supervisor Hoffman made a motion to approve Supplemental Appropriation #9, seconded by Supervisor Yowell. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

**NEW BUSINESS**

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24. General Reassessment Cycle Approval – Commissioner of Revenue Brian Daniel advised the Board of the upcoming General Reassessment Cycle coming up and advised that they would need to vote to decide where to go with the cycle.

➤ *Chairman Jackson: Asked if the vote was to extend the Cycle until January 1st, 2025.*

Brian Daniel responded in the affirmative.

➤ *Supervisor Yowell: Asked if the County had been on a 4-year cycle.*

Brian Daniel responded that the County has been on a varying amount of cycles including a 5-year cycle.

Chairman Jackson: Asked if money was set aside in the current FY budget to start funding the assessment for the upcoming FY.

The County Administrator responded in the affirmative.

Supervisor Hoffman made a motion to extend the General Reassessment Cycle to January 1<sup>st</sup>, 2025 to reflect the 6-year interval, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

#### 25. FY24 Budget Calendar – County Administrator

The County Administrator advised the Board of the proposed FY24 budget calendar included in the packet.

- *Supervisor Yowell: Asked the County Administrator and the Finance Director to ask applicants to adhere to the template provided. Commented that the budget approval may need to be moved to be further away from the public hearing – suggested March 28<sup>th</sup> for the public hearing.*

The County Administrator advised that they would need to move the advertising date with the proposed move.

- *Chairman Jackson: Advised everyone to aim for March 28<sup>th</sup> for the public hearing.*

Supervisor Hoffman made a motion to approve the modified budget calendar including advertising on March 16<sup>th</sup>, changing the public hearing date to March 28<sup>th</sup>, and removing April 4<sup>th</sup> from the calendar in its entirety, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

#### 26. Website Update Proposal – County Administrator/Deputy Clerk

The County Administrator advised the Board of the proposed upgrade to the website in switching over to CivicPlus.

Alan Berry was present and provided a brief overview of the proposal by CivicPlus to the Board and members of the public.

- *Supervisor Jewett: Commented that the notifications system would lessen staff time handling queries from the public and that efficiency would be heightened.*
- *Chairman Jackson: Asked if departments entering in information would interfere with Tyler.*

The County Administrator replied that he did not think it would be a problem.

Supervisor Jewett made a motion to instruct the County Administrator to execute the contract with CivicPlus for the new website, seconded by Supervisor Dawson. **Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).**

## DISCUSSION

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#### 27. Hoover Ridge Outdoor Recreation Center PER – County Administrator

The County Administrator advised the Board of the PER for the proposed Hoover Ridge Outdoor Recreation Center.

Jerry Carpenter advised the Board that they had reached out to many different companies regarding the costs for varying aspects of the proposed recreation center including lights and other standing features.

Lindsay Von Herbulis advised that they also communicated with other specialists regarding construction costs and gathered feedback for how much the project was likely to cost.

Chris Artale commented that the proposal was vastly improved from where it once was and advised that the numbers were budgeting targets and subject to increase or decrease at varying rates.

- *Clay Jackson: Advised of moving one of the pavilions closer to the entrance and commented that he believed gravel would be a good starting point over asphalt. Advised that the hockey grant may come in the coming years but would need to be removed from the current proposal. Also advised that he believed that the \$200,000 for the bathrooms could probably be significantly reduced.*

Chris Artale advised that the engineering and permitting processes would probably run about 12-18 months. Asked if they could budget for the engineering part of the process now rather than down the line.

- *Supervisor Jewett: Asked if there were naming opportunities with regards to solicitation.*

Lindsay Von Herbulis responded in the affirmative.

- *Supervisor Yowell: Asked that the changes be sent to all Board members.*

#### 28. Upcoming Committee Vacancies – County Administrator

The County Administrator advised the Board of some upcoming committee vacancies that will be taken up in the future.

- *Chairman Jackson: Recommended advertising for the Planning Commission and PRA. Recommended reaching out to the Tourism, CPMT, and FAPT committees to see if they're okay with serving again.*

#### 29. December 27, 2022 BOS Meeting – County Administrator

The County Administrator advised of the Board of the December 27<sup>th</sup> meeting after Christmas and asked what their direction was regarding whether or not the meeting was to be cancelled.

- *Chairman Jackson: Advised leaving discretion of cancelling the meeting to the Chairman.*

The Board agreed with the Chairman's suggestion.

### 30. VDOT Traffic Light Review – County Administrator / Supervisor Jewett

- *Supervisor Jewett: Advised that he had met with the VDOT Committee last week and commented that he had been told that increasing the light's delay by 1-second would impact the entire Route-29 corridor. Advised that VDOT was going to commission a study to analyze the time that may take a year. Advised that one of the engineers had also mentioned that there is a problem at the stoplight beside McDonalds.*

The Board asked the County Administrator to attempt to escalate the issue with VDOT.

### INFORMATION/CORRESPONDENCE

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#### 31. Broadband Update – County Administrator

The County Administrator advised the Board of some updates regarding the broadband initiative with Madison County. Advised that the recent fiber-laying on Route 29 was not Firefly and was instead a contractor associated with Facebook.

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### CLOSED SESSION

---

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2-2-3711(A)(1) for personnel
- 2-2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation;
- 2.2-3711(A)(29) for discussion of the award of a public contract

Seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1), 2.2-3711(A)(7) and 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### ADJOURN

---

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

\_\_\_\_\_  
R. Clay Jackson, Chairman  
Madison County Board of Supervisors

\_\_\_\_\_  
Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: January 10, 2023

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**Agenda**  
**Board of Supervisors Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, December 13, 2022 at 4:00 PM**  
**Admin. Building Auditorium, 414 North Main**  
**Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

1. Approve: Minutes from 11/22/22, 12/02/22, and 12/07/22
2. Supplemental Appropriation #7 – School Resource Officer

**Constitutional Officers, County Departments, Committees & Organizations**

**Public Hearing**

3. Open Space Agreement – Ordinance Amendment
- 3a. Ordinance 2022-6

**Old Business**

4. Supplemental Appropriation #8 – Rescue Squad Purchase – Finance  
Director

**New Business**

5. General Reassessment Cycle Approval – Commissioner of Revenue
6. FY24 Budget Calendar – County Administrator
7. Website Update Proposal – County Administrator/Deputy Clerk

**Discussion**

8. Hoover Ridge Outdoor Recreation Center PER – County Administrator
9. Upcoming Committee Vacancies – County Administrator
10. December 27, 2022 BOS Meeting – County Administrator
11. VDOT Traffic Light Review – County Administrator / Supervisor Jewett

**Information/Correspondence**

12. Broadband Update – County Administrator

**Public Comment**

**Closed Session**

2.2-3711A(1), (7), and (29)

**Adjourn**



## MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 6:00PM — Tuesday, December 27<sup>th</sup>, 2022

Location: Admin. Building Auditorium, 414 N. Main Street

### MEETING #41— December 27th

At a regular meeting of the Board of Supervisors on Tuesday, December 27<sup>th</sup> at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair  
Carty Yowell, Vice-Chair  
Charlotte Hoffman, Member  
Dustin Dawson, Member  
James Jewett, Member  
Jonathon Weakley, County Administrator  
Sean Gregg, County Attorney  
Alan Berry, Deputy Clerk

ABSENT:

### CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

---

Chairman Jackson called the Board to order.

### DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

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Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to the agenda:

[Closed Session](#)  
[2.2-3711\(A\)\(1\)](#)

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

### CONSENT AGENDA

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### SPECIAL APPEARANCES

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### OLD BUSINESS

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## NEW BUSINESS

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### 32. Committees & Organizations

- *Chairman Jackson : Advised of applications to the PRA from Lawrence Helmick, Clarissa Berry, and Brian Tanner.*
- *Supervisor Yowell : Advised that he did not see a need to interview the current applicants for PRA.*

Supervisor Dawson made a motion to approve the applicants to the Parks & Recreation Authority, seconded by Supervisor Yowell.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

## DISCUSSION

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### INFORMATION/CORRESPONDENCE

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#### 33. Organizational Meeting January 3, 2023 at 9:00AM

The County Attorney advised the Board to review the materials for the upcoming organizational meeting.

### PUBLIC COMMENT

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Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

### CLOSED SESSION

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Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 2-2-3711(A)(1) for personnel;
- 2-2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation;
- 2.2-3711(A)(29) for discussion of the award of a public contract

Seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1), 2.2-3711(A)(7), and 2.2-3711(A)(29) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**As a result of the closed session, the Board took the following action(s):**

Supervisor Yowell made a motion to advertise for the County Attorney position, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Yowell made a motion to advertise for a public hearing to consider the sale of Criglersville, seconded by Supervisor Dawson.

*Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

Supervisor Hoffman made a motion to continue the current meeting until January 3<sup>rd</sup>, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

**ADJOURN**

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Jonathon Weakley, Clerk  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: January 10, 2023

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**Agenda**  
**Board of Supervisors Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, December 27, 2022 at 6:00 PM**  
**Admin. Building Auditorium, 414 North Main**  
**Street, Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum/Adoption of Agenda**

**Public Comment**

**Consent Agenda**

**Special Appearances**

**Old Business**

**New Business**

1. Committee & Organizations

**Discussion**

**Information/Correspondence**

2. Organizational Meeting January 3, 2023 at 9:00AM

**Public Comment**

**Closed Session**

2.2-3711(A)(1)

2.2-3711(A)(7)

2.2-3711(A)(29)

**Adjourn**